



# Redcar & Cleveland Children and Families

## **A Guide for Parents**

### **Primary Education in Redcar and Cleveland 2024 / 2025**

## From 20 November 2023 to 15 January 2024 you can apply online for a primary school place

Go to [www.redcar-cleveland.gov.uk](http://www.redcar-cleveland.gov.uk) and click on the blue tile entitled Primary School Admissions

- It is quick and easy to do.
- It is safe and secure.
- It is available 24 hours a day 7 days a week until the closing date 15 January 2024.
- You can amend your application right up to the closing date.
- We will confirm that we have received your application.

For assistance you can email us: [schools\\_admissions@redcar-cleveland.gov.uk](mailto:schools_admissions@redcar-cleveland.gov.uk)

Or phone us: **01642 837730/837740**

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## **Part 1 - Admission Arrangements**

This section deals with the arrangements for admitting pupils to primary schools in Redcar & Cleveland in September 2024. These are children born between 1 September 2019 and 31 August 2020.

In addition to this booklet, each primary school produces a prospectus which is available, on request, from the head teacher.

Parents should note that attendance of a child at a particular nursery school does not entitle him/her to a place in a particular primary school. Places at primary school are offered in accordance with the criteria outlined on pages 7 – 64. Parents should remember this when deciding on the nursery place for their child. Where a child is in the care of the local authority and the authority has parental responsibility, the Children and Families Department may, in consultation with others who have parental responsibility, submit a preference for a child.

### **At what age will my child start in primary school?**

All children starting full time education in Redcar and Cleveland normally start school in September of the academic year in which they become five years of age.

### **How do I decide on which school would best suit my child's needs?**

Primary School Achievement and Attainment Tables (formerly performance tables) can be obtained from the Department for Education by telephoning 03700002288. Alternatively, they should be available in your local library. These and other performance tables are also available on the Internet at <http://www.education.gov.uk/schools/performance>. Achievement and Attainment Tables should only be used as part of the overall decision about the school you feel is most appropriate for your child.

### **Choice Adviser**

The Children and Families Department has a Choice Adviser who can offer impartial advice to you on all aspects of the transfer to primary school. This can include advice about which schools you could choose, help with completing the application form and advice about any other questions you may have about primary school education. A visit to your home or your child's current nursery school can be arranged if preferred. The Choice Adviser can be contacted on 01642 444539. Email: [christine\\_morris@redcar-cleveland.gov.uk](mailto:christine_morris@redcar-cleveland.gov.uk)

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, extra-curricular activities, arrangements for school meals and school uniform, policies on behaviour, discipline and special educational needs.
- c)** Reports published by The Office for Standards in Education (OFSTED). This is the Central Government Office which is responsible for carrying out inspections of all schools. OFSTED Reports can be obtained from the school concerned. There may be a small charge to cover photocopying costs. They are also available on the Internet at <http://www.ofsted.gov.uk>.

The addresses and telephone numbers of all the schools are shown on pages 78

### **How do I find out in which school admission zone I reside?**

Each Local Authority primary school has its own admission zone serving a particular area. You can telephone the school admissions team on 01642 837740 for Redcar and Cleveland schools or 01642 201890 for Middlesbrough schools. 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. If parents do not live together and your child lives for periods of time with either parent, the home address will be the one where the parent receiving the Child Benefit lives.

### **How do I apply for a school place?**

It is important that you let us know which school you would like your child to attend. In November 2023 you will be provided with details of how to apply for primary schools and to give reasons for your preference.

If you do not receive this by the end of November you should contact the Admissions Team on 01642 837730 / 837740. The preferences can include both maintained and voluntary aided schools in this Local Authority or in another Local Authority if you wish. All preferences will be considered on an equal weighting basis by the relevant Admissions Authorities.

If you live within Redcar and Cleveland Local Authority and wish to apply for a place in a school maintained by a Local Authority other than Redcar & Cleveland, you should state this preference on the application, Redcar & Cleveland Local Authority, will pass your request to the Local Authority concerned for consideration in accordance with its admission criteria. Similarly, if you live outside Redcar & Cleveland and you wish to apply for a place in a school maintained by this Local Authority you should make your request known to the Local Authority in which you live, who will pass your request to Redcar & Cleveland Local Authority for consideration in accordance with the admissions criteria.

If you intend to express a preference for a place in a voluntary aided Roman Catholic School, you will also have to complete an additional form which will be forwarded to the Governors of the school who will allocate places in accordance with the published admissions criteria for that particular school. This additional form will automatically be included in application packs sent to children who attend a Roman Catholic Nursery School. Other parents who wish to apply for a place in a Roman Catholic Primary School will need to contact the School Admissions Team on 01642 837730 / 837740 and the additional form will be posted to them. Details of each school's criteria are published on pages 38 to 58 of this booklet. For any school not published in this booklet you to contact the school direct.

To increase your chances of getting a school of your preference it is important that you express three different preferences. Repeating the same school three times does not increase your chance of getting a place in that school. You should rank your three preferences in your order of priority. Each preference will carry the same weighting, which means that you will have the same chance of getting your child a place in any of your three preferred schools. There will still be an offer of one and only one place. Where a place could be offered at more than one school parents will still only receive one offer of a school place.

The closing date for the receipt of the online or paper application, the additional form and any supporting documents is 15 January 2024.

### **What (and how much) information should I give on the application?**

If there are any exceptional medical or social reasons why you think your child should be allocated a place, you are strongly urged to provide independent, third party information, perhaps from a professional who knows or is involved with your child, to support your application. This written support must make clear why the preferred school is the only school which could meet your child's needs. This will help give us a clear picture of any issues or problems. You will be contacted if further details or clarification are required. Any supporting information should be sent to the School Admissions Team.

If you have any difficulty completing the form, do not hesitate to contact the Choice Adviser on 01642 444539 or the School Admissions Team on 01642 837740 / 837730.

### **What may happen if I don't apply by the closing date?**

You may not get your child in a school of your preference. This applies even if you live in the admission zone for the school or you have another child who will be attending the school at the time of admission.

As far as possible, the Local Authority will accept applications which are received late if there is a good reason for their lateness, and if they are received before the allocation of places is made. Examples of good reason for lateness would include serious illness of a parent or moving into the area from outside this Local Authority or moving to a different admission zone within this Local Authority. We may request evidence to support a late reason. If the form is late without good reason, applications will only be considered after all the other preferences have been allocated. If late applications are received after places have been allocated, preferences will only be agreed if places remain available in the preferred school. If the preferred school is full, a place will be offered in the next school closest to your home with spare places. If other schools near to your home are full, the school offered may be some distance away. If you do not apply at all, your child will be offered a place in the school closest to your home with spare places. If other schools near to your home are full, the school offered may be some distance away.

### **What happens after I've made the application?**

All applications submitted on time, i.e. on or before 15 January 2024 will be processed at the same time.

It is the duty of the Local Authority, (or the Governors in respect of a Roman Catholic Aided school or foundation schools or Academies), to comply with parental preferences and admit pupils up to the published admission limit fixed for the school. Information about school admission limits can be found on Pages 78 to 84. Once a school is full and the admission number has been reached, the Admissions Authority will decline further admissions on the grounds that the admission of further children would breach infant class size legislation or would prejudice the provision of efficient education or the efficient use of resources.

All preferences will be considered in accordance with the criteria for allocating places used by this Local Authority, by neighbouring Local Authorities or by the schools which are their own admission authority. Each admission authority will produce a list identifying which criterion a child falls into and whether or not it can offer a place. Redcar & Cleveland Local Authority will then match these lists against one another and, treating all preferences equally and using the ranked order of priority, decide where a place can be offered.

If your child meets the criteria for a place at only one of your preferred schools, a place will be offered at that school. If your child meets the criteria for a place at two or more of your preferred schools, a place will be offered at the school which you have ranked as your higher preference. In most cases, the Local Authority will be able to offer your child a place in one of your preferred schools. However, if your child does not meet the criteria for a place at any of your preferred schools, a place will be offered in the next school closest to your home with spare places. If other schools near to your home are full, this may be a school some distance away.

On 16 April 2024 parents of children residing in Redcar & Cleveland will be notified of their child's allocated primary school place. Those parents who did not apply will also be sent a letter offering a place in the school nearest to their home address which has places available.

### **Important dates relating to the primary admissions process:**

- **Week commencing 13 November 2023** - Parents will receive the application pack and other information.
- **15 January 2024** - The online or paper application form must be received by this date.
- **16 April 2024** – National offer day for the allocation of places.
- email will also be sent to those who applied online.
- Primary Admission Appeals will be held between June and July 2024.
- The Primary waiting lists will be held up until the end of the Autumn Term 2024.

## **Other Adjoining Authorities and contact details**

The criteria used for Redcar & Cleveland schools can be found on **page 8**. The criteria used for schools in other Local Authorities can be found in each Local Authority's "Guide for Parents" which can be obtained by telephoning the numbers given below:

### **Stockton on Tees - Stockton Borough Council,**

People Services PO Box 223,  
Church Road, Stockton on Tees  
TS18 1XE  
**Tel** 01642 526605  
Email: School.Admissions@stockton.gov.uk

### **Middlesbrough Borough Council School Admissions,**

Civic Centre,  
Middlesbrough,  
TS1 9FZ  
**Tel** 01642 201890  
Email: schooladmissions@middlesbrough.gov.uk

### **North Yorkshire County Council, School Admissions Team,**

The Education Office,  
Ainsty Road,  
Harrogate,  
HG1 4XU  
**Tel** 08450 349420  
Email: schooladmissions@northyorks.gov.uk

### **Hartlepool Borough Council, Children's Services,**

Civic Centre,  
Hartlepool,  
TS24 8AY  
**Tel** 01429 523768

### **Darlington Borough Council,**

Children's Services,  
Town Hall Darlington,  
DL1 5QT  
**Tel** 01325 388812

## **Parental Preference**

Under the School Admissions Code and School Standards and Framework Act 1998 parents are able to submit parental preferences for school places for their children. Section 576 of Education Act 1996 defines "parent" as including any person" (a) who is not a parent of his but who has parental responsibility for him, or (b) who has care of him...". Where parents are either separated or do not live together but still have joint parental responsibility for a child, both parents are entitled to express a school preference for their child. Where a different school preference is expressed the parents would be informed of this and either asked to make an agreed decision on the school preference or alternatively asked to have the issue of the school preference resolved by a legal ruling by the family court. The initial application pack with information about how to apply will be sent to the address at which the child is registered at nursery / school. Any other person with parental responsibility for the child who does not live at the same address as the child, but who wishes to make an application for a school place for the child, should contact the School Admissions Team on 01642-837740 / 837730.

# Admission Policy for 2024 / 25 for Schools for which Redcar and Cleveland Council are the Admissions Authority

**Hummersea Primary School  
Newcomen Primary School**

There are no changes proposed to the school admission policy for 2024/25. 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.

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(i) children who are cared for by the Local Authority</b>	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.
<b>(ii) children who are permanently resident in the admission zone defined for the school.</b>	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. You will be asked to provide proof. 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 LA will take action should false information be submitted in order to secure a place at a particular school. Attendance of a child at a particular nursery school does not entitle him/her to a place in a particular primary school. Places at primary school are offered in accordance with the criteria outlined in this table.
<b>(iii) children who have elder siblings attending the school in the 2024/25 school year</b>	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 2024/2025 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 family and in every case the child should be living in the same family unit at the same address.

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(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 appropriate professional advisors to the school</b>	Social reasons generally do not include domestic circumstances such as parents' working commitments, childcare arrangements, 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 Authority's professional advisors as to whether or not your application falls into this category.
<b>(v) children living closest to the school</b>	The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house (including flats) and the postcode of the school, with those living closer to the school receiving higher priority.

### **What does the legislation relating to Infant Class Sizes mean?**

Local Authorities have to comply with Government legislation to ensure that Key Stage 1 (Infant) classes have no more than 30 pupils in them to one teacher. This may mean that the Authority would be unable to offer a place in a particular school, even if the pupil lives in the admission zone for the school.

You should be aware that there are very limited circumstances in which Appeal Panels would have the power to place a child in a class which already has 30 pupils.

### **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 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

Waiting lists for reception will be maintained until the end of the Autumn Term 2024. 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. In addition parents of a summer born child (born between 1 April and 31 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 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 School Admissions Team on 01642 837740 / 837730.

### Admission Numbers for 2024/25 for Schools for which Redcar and Cleveland is the Admission Authority

Admission numbers are set with regards 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 following indicated admission numbers are based on the assessed net capacity of schools at the present time:

School	Published Admission Limit
Hummersea Primary School	30
Newcomen Primary School	47

## **South Bank Primary School**

This is the admissions policy adopted by the following Foundation School, which is a member schools of the Aspire Learning Partnership, a Co-operative Trust:

- South Bank Primary School.

Where there are more applications for a school than there are places available, places will be allocated using the over subscription criteria shown in the table below:

### **Over subscription criteria 2024-2025**

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(i) children who are cared for by the Local Authority</b>	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 the 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).”
<b>(ii) children who are permanently resident in the admission zone defined for the school.</b>	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. You may be asked to provide proof. 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.
<b>(iii) children not living in the admission zone who have elder siblings attending the school in the 2024-2025 school year</b>	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 2024-2025 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.

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(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</b>	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.
<b>(v) children living closest to the school</b>	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)-(iv) 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

**Waiting List:**

Waiting lists for reception will be maintained until the end of the Autumn Term 2024. Any places that become available will be allocated in accordance with the published oversubscription criteria.

**Late applications:**

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

**Requests to admit a child outside their normal age group:**

Parents wishing to request admission outside their child's normal age group (e.g. a request for a 'summer-born' child whose birthday falls between 1 April and 31 August to be admitted to Reception in the September following the child's fifth birthday) should apply in the admission round at the usual time for the child's normal age group, but should simultaneously request admission outside the normal age group. The admission authority and the LA will consider individual requests for admission outside a child's normal age group and will inform the parent before Offer Day

whether or not this can be agreed. If a parent's request is agreed, their application for the normal age group will be withdrawn before a place is offered and the parent must re-apply in the admission round to start Reception in the September following the child's fifth birthday. If their request is refused, the parent must decide whether to accept an offer of a place for the normal age group (to start in the September prior to the child's fifth birthday), or refuse it and made in-year application for admission to Year 1 for the September following the child's fifth birthday. Oversubscription criteria will be applied in all cases where appropriate, regardless of whether or not a child is admitted to their normal age group.

**The admission number for 2024/2025 is shown below:**

**South Bank Primary School - Published Admission Limit = 45**

**The East Cleveland Co-operative Learning Trust 2024-25**  
**Primary, Foundation Schools within the East Cleveland**  
**Cooperative Learning Trust**

There are no changes to the school admission policy for 24/25. Where there are more applications for a school than there are places available places will be allocated using the over subscription criteria shown in the table below.

**Over subscription criteria 2024**

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(i) children who are cared for by the Local Authority</b>	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 the 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).”
<b>(ii) children who are permanently resident in the admission zone defined for the School</b>	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. You may be asked to provide proof. 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.

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(iii) children not living in the admission zone who have elder siblings attending the school in the 2024/25 school year</b>	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 2024/25 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.
<b>(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</b>	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.
<b>(v) children living closest to the school</b>	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:**

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.

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**

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

**Waiting list**

Waiting lists for reception will be maintained until the end of the Autumn Term 2024. Any places that become available will be allocated in accordance with the published oversubscription criteria.

**Admission Numbers 2024 / 2025 Year for Schools within The East Cleveland Cooperative Learning Trust**

Admission numbers are set with regards 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 following indicated admission numbers are based on the assessed net capacity of schools at the present time.

School Admission	Published Admission Number
Belmont Primary	54
Chaloner Primary	30
Handale Primary	49
Highcliffe Primary	60
Lingdale	20

## **Galileo Academy Trust 2024 – 2025**

Galileo Academy Trust is responsible for 10 schools within Redcar and Cleveland. As an Academy Trust, we are our own Admissions Authority. This Admissions Policy has been written in full compliance with the School Admissions Code from the Department for Education.

### **Admission Numbers**

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 following indicated admission numbers for each school in the Galileo Academy Trust are based on the assessed net capacity of schools at the present time.

### **Primary Schools Admission Number for 2024/25**

Coatham Church of England Primary	30
Wheatlands Primary	60
Green Gates Primary	30
Ings Farm Primary	60
JE Batty Primary	30
Lakes Primary School	45
New Marske Primary	37
Galley Hill Primary	39
St Peter's Church of England Primary School	45
Westgarth Primary	45

Where there are more applications for a school than there are places available, places will be allocated using the over subscription criteria shown in the table below.

### **Oversubscription Criteria 2024 - 2025**

<b>CRITERIA (In priority order)</b>	<b>(In priority order) EXPLANATORY NOTES</b>
<b>i.) Children looked after in local authority care</b>	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). 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.
<b>ii.) Children who are permanently resident in the admission zone defined for the school</b>	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.
<b>iii.) Children who have elder brothers or sisters attending the school in the 2024-2025 school year</b>	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 2024-2025 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.
<b>iv.) Children who have exceptional social and/or medical reasons or attending a particular school, professionally supported by an independent third party and sustained by the authority's professional advisors</b>	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 and the final decision will be made by the academy.
<b>v.) Children living closest to the school</b>	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.

### **Tiebreak**

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.

### **Appeals**

All letters advising that it has not been possible to meet an expressed preference also contain information on how to appeal.

### **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**

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 2024.

**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 1 April and 31 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 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.

## **Errington Primary Academy 2024 - 2025**

Admission Arrangements for Tees Valley Collaborative Trust – Errington Primary School  
To ensure equity and fair access, the Admissions Code states that in drawing up admission arrangements, admission authorities must ensure that the practices and the criteria used by Errington Primary School decide on the allocation of school places are:

- Clear in the sense of being free from doubt and easily understood;
- Objective and based on known facts. Admission authorities and Governing Bodies must not make subjective decisions or use subjective criteria;
- Procedurally fair and also equitable for all groups of children and actively promote equity across all social groups and communities;
- Enable parents' preferences for the schools of their choice to be met to the maximum extent possible;
- Provide parents or carers with easy access to helpful admissions information;
- Comply with relevant legislation, including infant class sizes and equal opportunities, which have been determined in accordance with the statutory requirements.

### **The Admission Limit for entry into the Academy has been set at 30 for the Academic year 2024-2025**

#### **Tiebreak**

If it is necessary to distinguish between children within the categories above, places will be offered using the criteria listed above in priority order and determined by the final 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 tiebreak in the final 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 Reception will be maintained until the end of the Autumn Term 2024. 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. There is also flexibility for parents who do not feel their child is ready to start school before compulsory school age. They may defer the date their child is admitted to school until later in the school year following their child's fourth birthday, providing they do not defer beyond the point at which they reach compulsory school age, or beyond the start of the final term of that school year. Children born in the summer term, 1 April to 31 August, are not required to start school until a full school year after the point at which they could first have been admitted – the point at which other children in their age range are beginning Year 1. While most parents are happy for their child to start school in the September following their fourth birthday, some parents will have concerns about whether their child will be ready for school at this point and will consider delaying their entry until compulsory school age. If you wish to request admission of a child outside of their normal year group, you should make an application at the normal time of entry and follow up your application with a written request to the School Admissions Team ([schools\\_admissions@redcar-cleveland.gov.uk](mailto:schools_admissions@redcar-cleveland.gov.uk)) asking to defer the entry date and giving your reasons for the request. Any requests 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 revised 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. Agreement to deferral does not guarantee 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 / 837730

**Oversubscription Criteria 2024 – 2025**

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>i.) Children looked after in local authority care</b>	<p>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.</p> <p>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>
<b>ii.) Children who are permanently resident in the admission zone defined for the school</b>	<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.</p> <p>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>
<b>iii.) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2024-2025 school year</b>	<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 2024-2025 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><b>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</b></p>	<p>Social reasons generally do not include domestic circumstances such as parents' working commitments, child care arrangements or 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. 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 and the final decision will be made by the academy.</p>
<p><b>v.) Children living closest to the school</b></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>

## **Steel River Academy Trust – 2024-2025**

This is the admissions policy adopted by the following schools, which are member schools of Steel River Academy Trust:

- Bankfields Primary School
- Caedmon Primary School
- Grangetown Primary School
- Whale Hill Primary School.

Where there are more applications for a school than there are places available, places will be allocated using the over subscription criteria shown in the table below.

### **Over subscription criteria 2024-2025**

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>i.) Children looked after in local authority care</b>	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).
<b>ii.) Children who are permanently resident in the admission zone defined for the school</b>	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.
<b>iii.) Children who have elder brothers or sisters attending the school in the 2024 - 2025 school year</b>	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 2024-2025 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.
<b>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</b>	<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.</p> <p>Parents 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.</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 local authority's professional advisors as to whether or not your application falls into this category.</p>
<b>v.) Children living closest to the school</b>	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.

### **Tiebreak**

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.

### **Waiting Lists**

Waiting lists for reception will be maintained until the end of the Autumn Term 2024. Any places that become available will be allocated in accordance with the published oversubscription criteria.

### **Late Applications**

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

### **Requests To Admit A Child Outside Their Normal Age Group**

Parents wishing to request admission outside their child's normal age group (e.g. a request for a 'summer-born' child whose birthday falls between 1 April and 31 August to be admitted to Reception in the September following the child's fifth birthday) should apply in the admission round at the usual time for the child's normal age group, but should simultaneously request admission outside the normal age group. The admission authority and the LA will consider individual requests for admission outside a child's normal age group and will inform the parent before Offer Day whether or not this can be agreed. If a parent's request is agreed, their application for the normal age group will be withdrawn before a place is offered and the parent must re-apply in the admission round to start Reception in the September following the child's fifth birthday. If their request is refused, the parent must decide whether to accept an offer of a place for the normal age group (to start in the September prior to the child's fifth birthday), or refuse it and make an in-year application for admission to Year 1 for the September following the child's fifth birthday. Oversubscription criteria will be applied in all cases where appropriate, regardless of whether or not a child is admitted to their normal age group.

### **The Admission Number for each School for 2024-2025**

#### **Admission Numbers**

Bankfields Primary	40
Caedmon Primary	47
Grangetown Primary	38
Whale Hill Primary School	78



# **Saltburn Primary School 2024 – 2025**

## **Aims**

This policy aims to:

- Explain how to apply for a place at the school (Reception/Mid-year)
- Set out the school's arrangements for allocating places to the pupils who apply
- Explain how to appeal against a decision not to offer your child a place.

## **Definitions**

The normal admissions round is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by their home local authority. A child reaches compulsory school age (Reception) on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

## **How to apply**

For applications in the normal admissions round you should use the application form provided by your home local authority (regardless of which local authority the schools are in). You can use this form to express your preference for a minimum of 3 state-funded schools, in rank order. You will receive an offer for a school place directly from your local authority. Please note pupils already attending our nursery will not transfer automatically into the main school. A separate application must be made for a place in reception.

## **Requests for admission outside the 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 1 April and 31 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.

## **Allocation of places**

### **Admission Zone**

No change is proposed to the schools' admission zone. The schools' admission zone is that covered by the admission zones of Saltburn only.

### **Admission Numbers**

The proposed admission numbers have been set with regard to the physical capacity of the school. The proposed admission number for Reception for 2024-2025 school year is 60. These figures are based on the assessed capacity of the school at present times and may be subject to variation, depending on future plans and developments which may impact on the schools' physical capacity.

### **How to apply for a place in Reception for September 2024**

The application process for admissions into Reception is co-ordinated by Redcar and Cleveland Local Authority (LA), which acts on behalf of the Academy Trust to offer Reception 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 15 January 2024. Offer letters

will be issued by the LA on 16th April 2024 – the national school places Offers Day. Applications can also be made online. An independent Choice Advisor service will be available to assist families with their application (01642 837702). For details please contact the Redcar and Cleveland LA Admissions Team on 01642 837730 or 837740 or 837702 or log onto [www.redcarcleveland.gov.uk/admissions](http://www.redcarcleveland.gov.uk/admissions). All parents/carers are strongly advised to read the Redcar & Cleveland Local Authority Guide for 2024/2025.

### 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.

### Admissions Criteria

If the school is not oversubscribed, all applicants will be offered a place. All governing bodies are required by section 324 of the Education Act 1996 to admit to the school a child with a Statement of Special Educational Needs (SEN) or an Education Health and Care Plan (EHCP) that names the school. This is not an oversubscription criterion. This relates only to children who have undergone statutory assessment and for whom a final statement of SEN or an EHCP has been issued.

### Oversubscription Criteria 2024-2025

Where there are more applications for a school than there are places available, places will be allocated in order using the oversubscription criteria adopted from the Local Authority below:

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>i.) Children looked after in local authority care</b>	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).
<b>ii.) Children who are permanently resident in the admission zone defined for the school</b>	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.
<b>iii.) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2024/2025 school year</b>	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

	<p>preferred school in the 2024/2025 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><b>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</b></p>	<p>Social reasons generally do not include domestic circumstances such as parents' working commitments, child care arrangements, or 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. 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><b>v.) Children living closest to the school</b></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)-(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. Priority will be given to children who live closest to the school. A child's home address will be considered to be where he/she is resident for the majority of nights in a normal school week.

### **Mid-Year transfer/in year school admission**

You can apply for a place for your child at any time outside the normal admissions round. Applications will be coordinated by the Redcar and Cleveland School admissions Team on behalf of school within the Borough. Any request for transfer should be made to the School Admissions Team on 01642 837740/837730 or log onto Redcar and Cleveland Borough Council Admissions webpage.

# **Badger Hill Primary Academy 2024/2025**

## **Aims**

This policy aims to:

- Explain how to apply for a place at the school
- Set out the school's arrangements for allocating places to the pupils who apply
- Explain how to appeal against a decision not to offer your child a place.

## **Definitions**

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

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

## **How to Apply**

For applications in the normal admissions round you should use the application form provided by your home local authority (regardless of which local authority the schools are in). You can use this form to express your preference for a minimum of 3 state-funded schools, in rank order.

You will receive an offer for a school place directly from your local authority. Please note pupils already attending our nursery will not transfer automatically into the main school. A separate application must be made for a place in reception.

## **Requests for admission outside the 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.

## **Admission Number**

Badger Hill Academy has an agreed admission number of 30 pupils for entry in Reception.

## **How to apply for a place**

The application process for admissions into Reception is co-ordinated by Redcar and Cleveland Local Authority (LA), which acts on behalf of the Academy Trust to offer Reception 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 15 January 2024. Offer letters will be issued by the LA on 16 April 2024 – the national school places Offers Day. Applications can also be made online. For details please contact the Redcar and Cleveland LA Admissions Team on 01642 837730 or 837740 or log onto Redcar and Cleveland BC Admissions webpage.

## Admission Criteria

If the school is not oversubscribed, all applicants will be offered a place. All governing bodies are required by section 324 of the Education Act 1996 to admit to the school a child with a Statement of Special Educational Needs (SEN) or an Education Health and Care Plan (EHCP) that names the school. This is not an oversubscription criterion. This relates only to children who have undergone statutory assessment and for whom a final statement of SEN or an EHCP has been issued.

## Admission Policy for 2024-2025

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.

### Oversubscription Criteria 2024 – 2025

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>i.) Children looked after in local authority care</b>	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).
<b>ii.) Children who are permanently resident in the admission zone defined for the school</b>	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.
<b>iii.) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2024-2025 school year</b>	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 2024-2025 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.
<b>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</b>	<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.</p> <p>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 and the final decision will be made by the academy.</p>
<b>v.) Children living closest to the school</b>	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 2024.

### **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:**

#### **Children below compulsory school age**

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

#### **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.

# **Whitecliffe Academy 2024-2025**

## **This policy aims to:**

- Explain how to apply for a place at the school
- Set out the school's arrangements for allocating places to the pupils who apply
- Explain how to appeal against a decision not to offer your child a place

## **Definitions**

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

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

## **How to Apply**

For applications in the normal admissions round you should use the application form provided by your home local authority (regardless of which local authority the schools are in). You can use this form to express your preference for a minimum of 3 state-funded schools, in rank order. You will receive an offer for a school place directly from your local authority. Please note pupils already attending our nursery will not transfer automatically into the main school. A separate application must be made for a place in reception.

## **Requests for admission outside the 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 1 April and 31 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.

## **Allocation of places**

### **Admission Number**

Whitecliffe Academy has an agreed admission number of 20 pupils for entry in Reception.

### **How to apply for a place**

The application process for admissions into Reception is co-ordinated by Redcar and Cleveland Local Authority (LA), which acts on behalf of the Academy Trust to offer Reception 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 15 January 2024. Offer letters will be issued by the LA on 16 April 2024 – the national school places Offers Day. Applications can also be made online. For details please contact the Redcar and Cleveland LA Admissions Team on 01642 837730 or 837740 or log onto Redcar and Cleveland BC Admissions webpage.



## Admission Policy for 2024 - 2025

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

### Oversubscription Criteria 2024 – 2025

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<p><b>i.) Children looked after in local authority care</b></p>	<p>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.</p> <p>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>
<p><b>ii.) Children who are permanently resident in the admission zone defined for the school</b></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><b>iii.) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2024-2025 school year</b></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 2024-2025 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><b>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</b></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</p>

<p><b>independent third party and sustained by the authority's professional advisors</b></p>	<p>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>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 and the final decision will be made by the academy.</p>
<p><b>v.) Children living closest to the school</b></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>

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.

**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 Children below compulsory school age**

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

**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.

## **Teesville Primary Academy 2024-2025**

The Admission Limit for entry into the Academy has been set at 45 for the Academic year 2024-2025.

### **Oversubscription Criteria 2024-2025**

Where there are more applications for a school than there are places available, places will be allocated in order using the oversubscription criteria adopted from the Local Authority below:

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>i.) Children looked after in local authority care</b>	<p>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.</p> <p>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>
<b>ii.) Children who are permanently resident in the admission zone defined for the school</b>	<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.</p> <p>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).</p> <p>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>
<b>iii.) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2024-2025 school year</b>	<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 2024-2025 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>

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<p><b>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</b></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 and the final decision will be made by the academy.</p>
<p><b>v.) Children living closest to the school</b></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 (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 Lists**

Waiting lists for reception will be maintained until the end of the Autumn Term 2024. 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. In addition parents of a summer born child (born between 1 April and 31 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 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 / 837730.

## **St Bede's Primary RC Academy 2024-2025**

St Bede's Catholic Primary School 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.

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 is the Admissions Authority and is responsible for determining the school's admissions policy.

The planned admission number for September 2024 is 30.

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 following formal consultation names our school in their plan will be admitted to the school.

### **Late Applications**

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

### **Oversubscription Criteria**

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main school. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the school in September 2024).

- 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<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).
- 2.** Catholic children whose home address is within the boundaries specified in the attached map of NPCAT Admission Zones. (see Appendices)
- 3.** Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

4. Other Catholic children.

5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

7. Children from other Christian denominations. (see note 3)

8. Other children.

### **1. Definition of Roman Catholic**

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

### **2. Definition of Child Looked After in Public Care**

A child looked after is a child who is (a) in the care of a Local Authority or (b) being provided with accommodation by a Local Authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children Act 1989).

### **3. Churches Together in England**

Applicants seeking admission under criteria 6 will be required to produce a baptismal certificate or a letter confirming their baptism. See:

[http://www.cte.org.uk/Groups/234772/Home/Contacts/Member\\_Churches\\_list/Member\\_Churches\\_list.aspx](http://www.cte.org.uk/Groups/234772/Home/Contacts/Member_Churches_list/Member_Churches_list.aspx)

### **4. Definition of Sibling**

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

### **5. Multiple Births**

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

### **6. 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 must contact the school to discuss your request four weeks before the closing date of the admission period for your child's normal year group. If the school agrees to your request, you should submit your application in the application window for the deferred year in which you wish your child to be admitted to the school. 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 academy in that year.

### **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 from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

### **Right of Appeal**

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

### **Home Address**

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

### **Waiting Lists**

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

### **Application Information**

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



## **St Benedict's Primary Catholic Academy 2024-2025**

St Benedict's Catholic Primary School 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. 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 is the Admissions Authority and is responsible for determining the school's admissions policy.

The planned admission number for September 2024 is 54.

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 Care Plan which following formal consultation names our school in their plan will be admitted to the school.

### **Late Applications**

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

### **Oversubscription Criteria:**

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main school. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the school in September 2024).

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<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).
2. Catholic children whose home address is within the boundaries specified in the attached map of NPCAT Admission Zones. (see Appendices)
3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

4. Other Catholic children.

5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

7. Children from other Christian denominations. (see note 3)

8. Other children.

#### **Additional Notes:**

##### **1. Definition of Catholic**

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

##### **2. Definition of Looked After Child in Public Care**

A looked after child is a child who is (a) in the care of a Local Authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children Act 1989):

##### **3. Definition of children of other Christian denominations.**

"Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

##### **4. Definition of Sibling**

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

## **5. Multiple Births**

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

## **6. 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 must contact the school to discuss your request four weeks before the closing date of the admission period for your child's normal year group. If the school agrees to your request you should submit your application in the application window for the deferred year in which you wish your child to be admitted to the school. 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 academy in that year.

### **Tie-Breaker**

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

### **Right of Appeal**

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

### **Home Address**

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

### **Waiting Lists**

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

### **Application Information**

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

## **St Gabriel's Catholic Primary School 2024-2025**

St Gabriel's Catholic Primary School 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. 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 is the Admissions Authority and is responsible for determining the school's admissions policy.

The planned admission number for September 2024 is 30.

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 Academy should also complete the Supplementary Information Form (SIF) as if the academy 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 following formal consultation names our academy in their plan will be admitted to the academy.

### **Late Applications**

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

### **Oversubscription Criteria**

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2024).

- 1.** Catholic 'children looked after' (in public care) and Catholic children previously 'looked after' but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.
- 2.** Catholic children whose home address is within the parishes of St Gabriel's as defined by the attached map.
- 3.** Catholic children of members of academy staff who have been employed at the academy or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
- 4.** Other Catholic children.

5. Other 'children looked after' (in public care) and other children previously 'looked after' but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.

6. Children of other Christian denominations (see note 3)

7. Other children of members of academy staff who have been employed at the academy or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

8. Other children.

#### **Additional Notes:**

##### **1. Definition of Catholic**

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

##### **2. Definition of Looked After Child in Public Care**

A looked after child is a child who is (a) in the care of a Local Authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children Act 1989):

##### **3. Definition of children of other Christian denominations.**

"Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTÛN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice

##### **4. Definition of Sibling**

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

##### **5. Multiple Births**

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

##### **6. 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 must contact the school to discuss your request four weeks before the closing date of the admission period for your child's normal year group. If the school agrees to your request you should submit your application in the application window for the deferred year in which you wish your child to be admitted to the school. 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 academy in that year.

### **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 from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

### **Right of Appeal**

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

### **Home Address**

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

### **Waiting Lists**

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

### **Application Information**

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

## **St Joseph's Catholic Primary School (Part of Nicholas Postgate Catholic Academy Trust) 2024-2025**

St Joseph's Catholic Primary School 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. 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 is the Admissions Authority and is responsible for determining the school's admissions policy.

The planned admission number for September 2024 is 30.

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 following formal consultation names our school in their plan will be admitted to the school.

### **Late Applications**

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

### **Oversubscription Criteria**

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2024.)

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<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

2. Catholic children whose home address is within the boundaries specified in the attached map of NPCAT Admission Zones. (see Appendices)

3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

4. Other Catholic children.

5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

7. Children from other Christian denominations. (see note 3)

8. Other children.

### **1. Definition of Catholic**

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

### **2. Definition of Looked After Child in Public Care**

A looked after child is a child who is (a) in the care of a Local Authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children Act 1989):

### **3. Definition of children of other Christian denominations.**

"Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

### **4. Definition of Sibling**

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



## **5. Multiple Births**

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

## **6. 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 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. If the school agrees to your request you will receive confirmation in writing. You should submit your application in the application window for the deferred year in which you wish your child to be admitted to the school with the accompanying support letter from the Headteacher.

## **Tiebreaker**

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 from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

## **Right of Appeal**

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

## **Home Address**

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

## **Waiting Lists**

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

## **Application Information**

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

# **St Margaret Clitherow Catholic Primary 2024 - 2025**

## **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 following formal consultation names our school in their plan will be admitted to the school.

## **Late Applications**

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

## **Oversubscription Criteria**

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main school. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the school in September 2024).

- 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<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).
- 2.** Catholic children whose home address is within the boundaries specified in the attached map of NPCAT Admission Zones. (see Appendices)
- 3.** Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
- 4.** Other Catholic children.
- 5.** Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).
- 6.** Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

7. Children from other Christian denominations. (see note 3)

8. Other children.

## **ADDITIONAL NOTES**

### **1. Definition of Catholic**

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

### **2. Definition of Looked After Child in Public Care**

A looked after child is a child who is (a) in the care of a Local Authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children Act 1989):

### **3. Definition of children of other Christian denominations.**

“Children of other Christian denominations” means: children who belong to other churches and ecclesial communities which, acknowledging God’s revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God’s will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

### **4. Definition of Sibling**

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

### **5. Multiple Births**

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

### **6. 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 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. If the school agrees to your request you will receive confirmation in writing. You should submit your application in the application window 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 from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

**Right of Appeal**

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

**Home Address**

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

**Waiting Lists**

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

**Application Information**

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

# **St Mary's Catholic Primary School** **(A member of the Nicholas Postgate Catholic Academy Trust** **within Redcar and Cleveland Local Authority) 2024 – 2025**

St Mary's Catholic Primary School 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.

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 is the Admissions Authority and is responsible for determining the school's admissions policy. The planned admission number for September 2024 is 30.

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 following formal consultation names our school in their plan will be admitted to the school.

## **Late applications**

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

## **Oversubscription criteria**

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main school. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the school in September 2024).

**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<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

**2.** Catholic children whose home address is within the boundaries specified in the attached map of NPCAT Admission Zones. (see Appendices)

3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made

4. Other Catholic children.

5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

7. Children from other Christian denominations. (see note 3)

8. Other children.

### **Additional Notes**

#### **Definition of a 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.

#### **Definition of Looked After Child in Public Care**

A looked after child is a child who is (a) in the care of a Local Authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children Act 1989).

#### **Definition of children of other Christian denominations.**

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

All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

#### **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.

### **Multiple Births**

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

### **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 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. If the school agrees to your request you will receive confirmation in writing. You should submit your application in the application window 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 from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

### **Right of Appeal**

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

### **Home Address**

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

### **Waiting Lists**

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

### **Application information**

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

# **St Paulinus Primary Catholic Voluntary Academy 2024-2025**

St Paulinus Catholic Primary School 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.

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 is the Admissions Authority and is responsible for determining the school's admissions policy. The planned admission number for September 2024 is 30.

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 following formal consultation names our school in their plan will be admitted to the school.

## **Late Applications**

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

## **Oversubscription Criteria:**

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

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

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2024).

**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<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

**2.** Catholic children whose home address is within the boundaries specified in the attached map of NPCAT Admission Zones. (see Appendices)



3. Catholic children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

4. Other Catholic children.

5. Other 'looked after children' or children who were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order<sup>91</sup> including those who appear [to the admission authority] to have been in state care outside of England and ceased to be in state care as a result of being adopted. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

6. Other children of members of school staff who have been employed at the school or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

7. Children from other Christian denominations. (see note 3)

8. Other children.

#### **Additional Notes:**

##### **1. Definition of Catholic**

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

##### **2. Definition of Looked After Child in Public Care**

A looked after child is a child who is (a) in the care of a Local Authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22 (1) of the Children Act 1989):

##### **3. Definition of children of other Christian denominations.**

"Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no creedal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

##### **4. Definition of Sibling**

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

## **5. Multiple Births**

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

## **6. 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 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. If the school agrees to your request you will receive confirmation in writing. You should submit your application in the application window 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 from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

## **Right of Appeal**

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

## **Home Address**

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

## **Waiting Lists**

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

## **Application Information**

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

# **Ironstone Academy Trust 2024-2025**

**Nunthorpe Primary Academy, Normanby Primary School, Ormesby Primary School, Overfields Primary School, Riverdale Primary School, Zetland Primary School; Ironstone Academy Trust.**

To ensure equity and fair access, the Admissions Code states that in drawing up admission arrangements, admission authorities must ensure that the practices and the criteria used by Nunthorpe Primary Academy, Normanby Primary School, Ormesby Primary School, Overfields Primary School Riverdale Primary School, Zetland Primary School; Ironstone Academy Trust decide on the allocation of school places are:

- Clear in the sense of being free from doubt and easily understood;
- Objective and based on known facts. Admission authorities and Governing Bodies must not make subjective decisions or use subjective criteria;
- Procedurally fair and also equitable for all groups of children and actively promote equity across all social groups and communities;
- Enable parents' preferences for the schools of their choice to be met to the maximum extent possible;
- Provide parents or carers with easy access to helpful admissions information;
- Comply with relevant legislation, including infant class sizes and equal opportunities, which have been determined in accordance with the statutory requirements.

## **Admission Policy**

We will work with Redcar and Cleveland Local Authority

In order to meet these requirements, the Trustees have agreed the Admission Policy for 2024-2025; Nunthorpe Primary Academy, Normanby Primary School, Ormesby Primary School, Overfields Primary School, Riverdale Primary School, Zetland Primary School; who are part of the Ironstone Academy Trust: the Schools will work openly with Redcar and Cleveland Local Authority and follow the system that they have in place.

## **Trust expansion?**

Should further schools join the Academy Trust, due consideration will be given to Admission arrangements for the predecessor school, but the Trust Policy will take precedence when it is legal to do so.

## **Have we made any changes for this year?**

There are no changes proposed to the Trust admission policy for 2024-2025. 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.

## **Admission Numbers**

Normanby Primary School admission number is 65 pupils

Nunthorpe Primary Academy admission number is 30 pupils

Ormesby Primary School admission number is 50 pupils

Overfields Primary School, admission number is 30 pupils

Riverdale Primary School admission number is 30 pupils

Zetland Primary School admission number is 30 pupils

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(i) children who are cared for by the Local Authority</b>	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
<b>(ii) children who are permanently resident in the admission zone defined for the school</b>	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.
<b>(iii) children not living in the admission zone who have elder brothers or sisters attending the school in the 2024-2025 school year</b>	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 2024-2025 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.
<b>(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</b>	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. 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

	<p>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.</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 local authority's professional advisors as to whether or not your application falls into this category.</p>
<p><b>(v) children living closest to the school</b></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 (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 walker route using the number and postcode of the house and the postcode of the school.

### **Waiting Lists**

Waiting lists for Reception will be maintained by the LA until the end of the Autumn Term 2024. Any places that become available will be allocated in accordance with the published oversubscription criteria.

### **Late Applications**

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

## **Skelton Primary Academy 2024 – 2025**

To ensure equity and fair access, the Admissions Code states that in drawing up admission arrangements, admission authorities must ensure that the practices and the criteria used by Skelton Primary School decide on the allocation of school places are:

- Clear in the sense of being free from doubt and easily understood;
- Objective and based on known facts. Admission authorities and Governing Bodies must not make subjective decisions or use subjective criteria;
- Procedurally fair and also equitable for all groups of children and actively promote equity across all social groups and communities;
- Enable parents' preferences for the schools of their choice to be met to the maximum extent possible;
- Provide parents or carers with easy access to helpful admissions information;
- Comply with relevant legislation, including infant class sizes and equal opportunities, which have been determined in accordance with the statutory requirements.

### **Primary Admissions - Determining offers in response to applications.**

There are no changes proposed to the school admission policy for 2024-2025. 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 2024-2025**

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(i) children who are cared for by the Local Authority</b>	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 from other countries.
<b>(ii) children who are permanently resident in the admission zone defined for the school</b>	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.

<b>CRITERIA (In priority order)</b>	<b>EXPLANATORY NOTES</b>
<b>(iii) children not living in the admission zone who have elder brothers or sisters attending the school in the 2024-2025 school year</b>	<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 2024-2025 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 / 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>
<b>(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</b>	<p>Social reasons generally do not include domestic circumstances such as parent's working commitments, child care arrangements, or 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 (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.</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 local authority's professional advisors as to whether or not your application falls into this category.</p>
<b>(v) children living closest to the school</b>	<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 (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.

### **Waiting Lists**

Waiting lists for Reception will be maintained until the end of the Autumn Term 2024. Any places that become available will be allocated in accordance with the published oversubscription criteria. Pupils with Education Health and Care Plan/ Statement of Special Educational Needs Pupils with either EHCP or a Statement will be placed in schools by the Special Educational Needs Team.

### **Late Applications**

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

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

Parents may want to seek a place for their child outside of their normal age group; for example if a child is gifted and talented or has experienced problems such as ill health.

In addition parents of a summer born child (born between April 1st 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 –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 in a request in writing to the School Admissions Team asking to defer the entry date and giving the reasons for your 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 application for entry that year based upon strict application of the admissions criteria. Agreement to deferral does not guarantee your child will be offered a place at the school in that year.

### **Requests for mid year transfer school admission**

Applications will be coordinated 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.

## **Admission Policies for Remaining Schools**

Parents are advised to check the individual school's webpages for Admissions Policies for Schools whose admission policies are not mentioned in this Guide or contact the schools directly.



## School Admissions: Process information

### If I am not offered a place in any of my preferred schools, what happens next?

Your preferences may not be successful if there are not enough places for all the children who want to go to your preferred schools. If we are not able to offer your child a place at any of your preferred schools, a place will be offered in the next school closest to your home with spare places; if other schools near to your home are full this may be a school some distance away.

### What is the likelihood of obtaining a place at my most preferred school?

Occasionally, some schools receive more applications than places available. The table below shows the number of places that were refused at the time of the initial allocation of places for the previous four years.

2019/20		2020/21		2021/22		2022/23		2023-2024	
Nunthorpe	4	Zetland	2	Newcomen	11	Chaloner	3	Ings Farm	7
Wheatlands	1			Nunthorpe	16	Nunthorpe	4	Nunthorpe	6
Zetland	4			Zetland	5				

The table below summarises the number of preferences received for all primary schools for 2023 / 2024.

School	Preference 1	Preference 2	Preference 3
Badger Hill Primary Academy	15	7	3
Bankfields Primary	38	8	1
Belmont Primary School	45	9	10
Caedmon Primary	23	8	4
Chaloner Primary School	24	3	
Coatham Church of England Voluntary Controlled Pri	27	8	7
Dormanstown Primary Academy	35	8	2
Errington Primary	10	6	1
Galley Hill Primary	33	11	7
Grangetown Primary	33	2	3
Green Gates Primary	23	6	2
Handale Primary School	21	3	1
Highcliffe Primary School	23	9	4
Hummersea Primary School	37	6	1
Ings Farm Primary	67	19	1
John Emmerson Batty Primary	11	8	7
Lakes Primary	28	7	4
Lingdale Primary	12	1	0

School	Preference 1	Preference 2	Preference 3
Lockwood Primary	17	7	2
New Marske Primary	26	3	6
Newcomen Primary School	41	21	6
Normanby Primary Academy	62	23	5
Nunthorpe Primary	35	22	23
Ormesby Primary	16	6	5
Overfields Primary	18	5	7
Riverdale Primary	29	7	4
Saint Bede's Roman Catholic Primary	23	3	2
Saint Benedict's Roman Catholic Primary	35	9	1
Saint Gabriel's Roman Catholic Voluntary Aided Pri	21	8	7
Saint Joseph's Roman Catholic Primary School	11	1	2
Saint Paulinus Roman Catholic Voluntary Aided Pri	17	10	2
Saltburn Primary School	36	5	0
Skelton Primary	62	3	3
South Bank Community Primary School	33	3	3
St. Margaret Clitherow's RC Primary	36	7	2
St. Mary's RC Primary	32	3	0
St. Peter's Church of England Voluntary Controlled	40	9	2
Teesville Primary	42	6	6
Westgarth Primary	42	15	5
Whale Hill Primary	56	6	6
Wheatlands Primary	55	18	8
Whitecliffe Primary	11	0	1
Wilton Primary	8	0	0
Zetland Primary	25	4	8

The schools shown in the table below were asked if they wished to admit further pupils within their existing resources. The schools agreed and the extra pupils were admitted as this did not breach the Infant Class Size Legislation.

School	Pupils Allocated over Admission Limit
Hummersea Pimary	7

The following table shows the number of appeals heard for 2023 – 2024

School	No of Appeals	Outcome
Ings Farm Primary	4	4 Refused
Nunthorpe Primary	1	1Refused

### **When will I be informed of the outcome of my application?**

Parents who applied online will be sent an email on 16 April 2024. We will also write to each parent living within Redcar & Cleveland who completed a paper application to inform them of their child's allocated place. The letters will be posted on 16 April 2024. If you live within another local authority that local authority will inform you by the same date of your child's allocated place for September.

### **What should I do if I change my address?**

If you move to a new address after places have been allocated it may not be possible to give your child a place in your preferred school even if you live in the school's admission zone (see information on page 5 relating to Infant Class size Legislation). If this is the case, a place will be offered in the school closest to your home address which is not full. If other schools near to your home are full, this may be a school some distance away. You may be asked to provide proof of your residency at the property.

### **What can I do if my application is not successful?**

If you are not satisfied with the offer you have been offered, there is an opportunity to make an appeal to an Independent Appeal Panel. All letters advising that it has not been possible to meet an expressed preference also contain information on how to appeal. To appeal against the refusal of a place at a Local Authority school you will need to complete and return the acceptance form which will accompany the letter.

Once received, you will be sent the appeal form on which you should set out your case for believing that your child should have a place at the school of your preference despite the fact that the strict application of the criteria means that no place is available. You should include any personal or other key factors which you think are relevant.

An appeal does not have to be limited to the school you have ranked as your first preference. You can also appeal if your applications to the school of your preference, despite the fact that the strict application of the criteria means that no place is available. You should include any personal or other key factors which you think are relevant. An appeal does not have to be limited to the school you have ranked as your first preference. You can also appeal if your applications to the school you have ranked as your second and third preference have been unsuccessful.

You should indicate on the form to which school(s) your appeal is related. Appeals will be heard in June / July 2024. All appeal hearings are arranged by the Assistant Chief Executive, Legal & Democratic Services. He 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.

### **What happens if vacant places arise before the appeal hearing?**

If places become available in a school before the appeal hearing, they will be allocated to the applicants in accordance with the published oversubscription criteria.

### **Can I make a second appeal?**

Where parents have been unsuccessful in their appeal for a place in a particular school, it is not possible to consider another application for the same school for the same academic year unless there have been significant and material changes in your circumstances of the parent to warrant a

further application. The Council's Legal Department will determine whether there has been a significant change to warrant another appeal.

### **Can I place my child's name on a waiting list for a school?**

If you have not been successful in gaining a place at a school of your preference, your child's name will automatically be placed 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. Any places which become available will be offered to pupils on the waiting list in accordance with the priorities set out in the next section "How is the waiting list prioritised".

The waiting list will be maintained for admissions to reception class only and will close at the end of the autumn term 2024. 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, your child's name will then be removed from the waiting lists of the other schools unless you specifically request to remain on the list.

### **How are places prioritised?**

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. If you change address during the time the waiting list is held, proof of the address change may be required. In Aided Schools, the governing body, in consultation with the LA Admissions Authority, decides how vacancies are filled. Please check this with the school, if necessary.

<b>Admission Process</b>	
<b>20 November 2023</b>	Online Application site opens
<b>15 January 2024</b>	Closing date for parents/guardians to return application form
<b>16 April 2024</b>	Date parents/guardians advised of outcome of their applications
<b>June/July 2024</b>	Independent Appeals Heard
<b>End of Autumn Term 2024</b>	Reception waiting lists end

## Part 2 - General Information

### The Partnership between Schools and Parents

All Redcar and Cleveland primary schools are staffed and equipped to provide education to meet the varying needs of their pupils. Details of the aims and curriculum of each school are given in school prospectuses available from the school concerned.

A pupil's progress at school depends, to a great extent, on the support received from home and it is hoped that you will encourage your children to take full advantage of the courses and opportunities available to them. From time to time, you will receive information from schools and there will be open days, parents' meetings and other similar opportunities for you to see how your child is progressing, and how the school is operating. You can also help by contacting the school when you think that something is wrong.

Head teachers and their staff are always willing to discuss problems and are glad of any help you can give. The head teacher is the first person to contact on such matters. Further advice, where necessary, can be obtained from the Director of Children and Families Services.

### What types of Nursery schools are available?

#### Nursery Schools: Local Authority Nursery Provision

Every primary school in Redcar & Cleveland has a nursery class attached to it and this is where most children in the borough will begin their education. Parents should apply directly to the school of their choice for a school nursery place. In most school nurseries, children may be admitted in the term following their third birthday or in some exceptional cases, immediately following their third birthday. In some nurseries, however, the demand for places for three year olds is high and some children may have to wait for one or two terms until a place in their preferred nursery class becomes available.

#### Eligibility

Local authorities must ensure that children are able to access their free entitlement for up to two years before they reach compulsory school age. A child first becomes eligible in the term after their third birthday.

<b>A child born in the period</b>	<b>Will be eligible for a free place from</b>
1st April to 31st August	1st September following child's 3rd birthday (Autumn school term)
1st September to 31st December	1st January following child's 3rd birthday (Spring school term)
1st January to 31st March	1st April following child's 3rd birthday

If a school nursery class is unable to provide a place for a child as soon as he/she is eligible, the parent/carer should be signposted to the local authority. A place for the child will be found with an approved private/voluntary provider until a school nursery place is available, if that is what they wish. A list of private / voluntary nurseries can be found on page 41 of this booklet.

For further information please contact the Families' Information Service:

**Telephone:** 0800 073 8800 (24 hour answerphone service).

**Email:** [fis@redcar-cleveland.gov.uk](mailto:fis@redcar-cleveland.gov.uk)

**Website:** [www.redcar-cleveland.gov.uk/surestart](http://www.redcar-cleveland.gov.uk/surestart)

### **The Local Offer of Flexibility**

Redcar and Cleveland local authority is able to offer parents/carers access to their free entitlement in the following ways:

1. 3 hours a day over 5 days a week
2. 5 hours a day over 3 days a week
3. 15 hours flexibly over a minimum of 2 days a week, this can be offered over 2 days providing one day does not exceed 10 hours, e.g. 2 x7.5 hour sessions.
4. 30 hours flexibly ( over 38 weeks – during term time) for working families.

It should be noted that options 2 and 3 may only be available in a private or voluntary early years setting. The local authority will support parents/carers to access their free entitlement in their preferred flexible option and setting.

**The nursery school your child goes to does not entitle him or her to a place in that primary school. Places are given in accordance with the criteria already described in this booklet on pages 7 - 64. You should remember this when deciding on the nursery place for your child. For further details regarding admission to nursery you should contact the school direct.**

### **Does the Children and Families Services Department have a policy for children with special educational needs?**

Children who have special educational needs will often have had their needs identified at an early stage of their education. In the majority of cases, provision for those needs will be made from the resources available to mainstream schools in the area.

In a small number of cases, the needs may be such that extra resources, in addition to that provided by school, may be necessary and provided by the LA following a statutory Education, Health and Care (EHC) assessment of the child's special educational needs.

When a school considers that some special educational arrangements may be needed for a child, you will be contacted by the head teacher or SENCO so that any difficulties can be discussed and assessed. Similarly, if you feel that your child may require some additional help, you should not hesitate to contact the head teacher with your concerns.

Further information about LA services available to support children with special educational needs can be obtained by looking on the local offer

(<http://www.peoplesinonet.org.uk/kbs/redcar/directory/localoffer.page>).

Alternatively, the Special Educational Needs and Disability Information, Advice and Support Services (SENDIASS) can provide information, advice and support to parents/carers who may be concerned about their child's individual needs. Telephone: 0800 073 8800.

### **Am I entitled to assistance with travel costs for my child to attend school?**

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 [www.redcar-cleveland.gov.uk/schooltransport](http://www.redcar-cleveland.gov.uk/schooltransport).

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 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.

### **Special Educational Needs**

Children and young people with a statement of special educational needs (SEN) or 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 statement or 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

**Website:** [www.redcar-cleveland.gov.uk](http://www.redcar-cleveland.gov.uk)

### **Is my child entitled to free school meals?**

Children may be able to receive free school meals if their parent/carer receives at least one of the following:

- 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 VI 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 as assessed by Her Majesty's Revenue and customs of no more than £16,190.
- 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 income, you will not qualify.

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

Application forms can be obtained from Educational Benefits, Schools, Customer Services 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.

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

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

The free school meals team can be contacted by telephoning 01642 774774 or by emailing [educationalbenefits@redcar-cleveland.gov.uk](mailto:educationalbenefits@redcar-cleveland.gov.uk)

### **How do I change the primary school my child attends?**

Part one of this booklet deals with the arrangements for pupils to transfer between primary and secondary schools. There will be occasions, however, when pupils wish to transfer between secondary schools; for example, if the family moves from one area to another. In this event, you should contact the School Admissions Section (Telephone 01642 01642 837730 / 837740). From time to time parents may wish their child to transfer to another secondary school for other reasons. In the first instance, you should consult the head teacher of your child's present school with a view to resolving any problems. If, after speaking to the head teacher, it is still your preference for a change of school, you should contact the admissions team on 01642 837730 / 837740.

### **Mid-Year Admissions and Transfer into Primary and Secondary Schools.**



Changing your child's school is a very important decision to make and could affect your child's education. There are a range of reasons that may result in a parent / carer considering a move of school for their child but it may be possible to resolve these concerns.

- If your child has a Statement of Special Educational Needs (SEN) or Education Health and Care Plan you must contact the SEN Team first if you are looking to move to another school;
- If this request is not due to a house move from elsewhere an officer will contact you to discuss your request for a transfer further;
- The LA would strongly discourage unnecessary transfers between schools as it is extremely important that a child has continuity in their education.

If you are thinking about a change of school unrelated to a house move, please consider the following before making your decision:

- If your child already attends school, you must discuss the reasons for requesting a move with the current school as it is important that you try to resolve any difficulties by working with the school rather than seeking to transfer. A school cannot ask you to withdraw your child from school or withdraw your child from the school roll without your permission or first establishing that your child has a new school place;
- Each school teaches the National Curriculum in different ways and at different times of the academic year. How will your child cope with learning new arrangements doing things in different ways? They may have done the work before, missed important earlier work, or find the work new or strange. Different schools offer different examination boards with different syllabuses – it might be a whole different content set is needed for a course that your child is half way through;
- Children need to feel happy at school and relationships with the right friends, and with teachers, are an important part of this. Will your child be able to settle in and get to know new people quickly, so that their learning does not suffer;
- How would your child get to a new school? What will be the cost involved? A change will usually be regarded as parental choice. In most circumstances, you are unlikely to qualify to travel assistance to the preferred school;
- Will it be a problem for you if your children attend different schools? There is no automatic right for your other children to also transfer to the new school. Will you be able to transport your children to different schools at the appropriate times;
- You might need to buy a completely new uniform, including PE kit, if your child changes school;
- Many things that worry parents, carers and children can be resolved without the need to move schools. Often moving schools does not resolve these concerns and can have a bad effect on your child's education and their health and wellbeing. If your child is unhappy at school you should speak to the Headteacher. Problems can usually be resolved quickly.

Once you have had the opportunity to consider the above information and feel you have considered all aspects of a potential move for your child, and still wish to proceed with a transfer request, please contact the School Admissions Section on Tel: 01642 837730 / 837740 who will advise you on the admissions process and school availability.

Where the transfer involves admission to a LA school, the request will be considered by the LA. The LA will make a place available if there are vacancies in the year group requested. The decision on a request for a transfer to a Roman Catholic aided school is made by the governors of the school concerned.

### **Do I have to pay for school trips?**

Pupils have the right to free school education for activities offered wholly or mainly during the normal teaching time regardless of parents' ability or willingness to help meet the cost. It is possible to charge for optional activities provided wholly or mainly out of school hours and each school's governing body has determined its policy. Details are available from the head teacher of the school concerned.

### **What subjects will my child be taught in school?**

After the age of five the subjects that your child will be taught in a maintained primary school are set out in the National Curriculum:

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/425601/PRIMARY\\_national\\_curriculum.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/425601/PRIMARY_national_curriculum.pdf)

The National Curriculum focuses on a core set of knowledge and skills within each of the subjects that children learn at different points: \*Key Stage 1 (year 1-year 2)\*Lower Key stage 2 (year 3 and year 4)\*Upper Key Stage 2 (year 5 and year 6). These schools also have to teach Religious Education (RE) from a syllabus set by the local authority and Sex and Relationship Education to children from age seven in an age appropriate way. Adults with parental responsibility are entitled to withdraw their child from RE lessons – whole or part – but must inform the school. Academies, Free schools and independent schools do not have to follow the National Curriculum. However, academies must teach a broad and balanced curriculum including English, maths and science. Academies and Free schools must also teach religious education but they can set their own syllabus. Academies and Free schools also have to teach sex and relationship education in an age appropriate way. Adults with parental responsibility are entitled to withdraw their child from RE lessons – whole or part – but must inform the school.

Maintained and Academy schools have to publish their curriculum on their school website.

### **The Early Years Foundation Stage (EYFS)**

The Early Years Foundation Stage sets standards for the learning, development and care of your child from birth to 5 years old.

All schools and Ofsted-registered early years providers must follow the EYFS, including childminders, pre schools nurseries and school reception classes.

The ways in which your child engages with other people and their environment, playing and exploring, actively learning, and creating and thinking critically, underpins learning and development across all areas of the EYFS. These are the characteristics of effective learning. There are three prime areas of learning- Communication and Language; Physical Development, and Personal, Social and Emotional Development.

There are also four specific areas of learning- Literacy, Mathematics, Understanding the World, and Expressive Arts and Design. Your child's progress will be reviewed when they're between 2 and 3 by an early years practitioner or health visitor. Their class teacher will assess them at the end of the school year when they turn 5. The assessment is based on classroom observation. It uses the early learning goals, which can be found in the early years framework.

<https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2>

### **The Primary School curriculum in England**

Every maintained school must offer a curriculum which is balanced and broadly based and which:

- Promotes the spiritual, moral, cultural, mental and physical developments of pupils at the school and of society, and
- Prepares pupils at the school for the opportunities, responsibilities and experiences of later life.

The school curriculum comprises all learning and other experiences that each school plans for its pupils. The National Curriculum forms one part of the school curriculum.

All maintained schools are also required to make provision for a daily act of collective worship and must teach religious education to pupils at every key stage.

Maintained schools in England are legally required to follow the statutory National Curriculum which sets out in programmes of study, on the basis of key stages, subject content for those subjects that should be taught to all pupils.

All schools are encouraged to make provision for personal, social, health and economic education (PSHE), drawing on good practice. Independent schools have to teach PSHE as part of the Independent Schools Standards. Schools are also free to include other subjects or topics of their choice in planning and designing their own programmes of education.

### **The National Curriculum in England**

In Key Stage 1 and Key Stage 2 children follow the National Curriculum, which was revised in 2014. The National Curriculum requires that children should be taught-

Core subjects – English, Maths and Science;

Foundation subjects – Geography, History, Design and Technology, Art and Design, Music, Computing and Physical Education. A Modern Foreign Language will also be taught at key stage 2. Religious Education must be taught to all children, unless exempt.

Personal, Social and Health Education is taught in Key Stage 1 and Key Stage 2. The relationships and health aspect of PSHE will be compulsory in all schools from September 2020.

Full details of the National Curriculum documentation can be obtained from the DfE website.

The National Curriculum has set out clear expectations for what children should achieve by the end of each key stage and, for English, Maths and Science, has provided guidance as to when in each phase this content should be covered. These expectations have been developed into a set of statements for each subject and each year group. These statements are used by teachers to help define and guide next steps in learning. Through their targets, pupils will be aware of specific statements they are working on to improve their learning.

National Statutory Assessments take place in the following years – Year 1: Phonic screening assessment; Years 2 and 6: Standard Assessment Tests.

The School Curriculum comprises far more than just the Early Years Foundation Stage and National Curriculum, it encompasses everything your child does at school. Schools develop the children’s skills and knowledge giving them strategies for learning involving investigating, problem-solving, and logical thinking. The Early Years Foundation Stage and National Curriculum provide the basis for a broad and balanced curriculum

<b>Key Stage 1</b>		<b>Outcome</b>
Age	5-7	7-11
Year Groups	1-2	3-6
Core Subjects		
English	√	√
Mathematics	√	√
Science	√	√

Foundation Subjects		
Art and Design	√	√
Citizenship		
Computer	√	√
Design and Technology	√	√
Languages		√
Geography	√	√
History	√	√
Music	√	√
Physical Education	√	√

### **Who are the School Governors and what do they do?**

Governing boards are the strategic decision makers in every school and academy trust. They play a vital role in ensuring the best possible education for every child by creating robust accountability for head teachers and other school leaders and oversee the financial performance of the school, making sure public money is well spent. The extent of the duties and powers of governing boards are determined through national legislation and statutory guidance. They are not responsible for decisions around operational matters. Such matters are determined by the head teacher or head of school. The composition of governing boards can vary depending upon the type of school, but all boards need people with skills appropriate to the scale and nature of their role, including parents. Presently, all governance models include provision for parents, with parent governors generally elected by other parents of children attending the school. Where it is not possible to elect a parent governor the governing board may appoint a parent to the role. Parents are normally notified of any vacancies via a letter sent home with their child, but many schools also advertise vacancies on their website. We encourage you to consider standing for election if and when a vacancy occurs. Being a school governor is a commitment and a responsibility but offers you the chance to see firsthand the impact you can make in improving education for children in your community. No special qualifications are needed, and the most important thing is to have a keen interest in the school and be prepared to play an active part in the governing body's work. Most schools buy into a package of support and training for school governors, with the cost met by the school. All training is free of charge to individual governors. If you would like further information about becoming a governor please contact the Governance Support Service on 01642 444093 or email [governors@redcar-cleveland.gov.uk](mailto:governors@redcar-cleveland.gov.uk).

### **Where can I get advice and support if my child is having difficulties in school?**

The Attendance and Welfare Service provides advice and support to schools and families in respect of matters which may prevent children and young people from fully benefiting from the educational opportunities available to them. The Service works alongside schools and other support agencies to promote regular school attendance supporting the Local Authority with its statutory duties regarding school attendance under Section 444 of the Education Act 1996. The Service recognises that good attendance is essential if pupils are to gain the most from their education.

Below are just some of the key reasons why it is so important children attend school:

- To ensure children and young people reach their own individual full potential academically.
- To build and maintain positive peer relationships.

- To build confidence and self-esteem.
- To experience new things and develop coping strategies.

Parents can help with all these things by ensuring children and young people are encouraged to attend school regularly, by developing good routines and liaising with school regards absences. Frequent absence seriously disrupts the continuity of learning and leads to under-achievement and low attainment.

Parents are primarily responsible for ensuring the regular school attendance of their children. They should speak to school in the first instance, if they have any concerns around their child's education or attendance. If you would like to know more about the Attendance and Welfare Service or would like some advice and guidance, please telephone 01642 837738 or email [AWS@redcar-cleveland.gov.uk](mailto:AWS@redcar-cleveland.gov.uk)

### **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 case 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.

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 progress in a timely and sensitive manner.

### **Useful Telephone Numbers**

<b>CONTACTS</b>	<b>TELEPHONE NUMBER/ EMAIL ADDRESS</b>	
<b>SCHOOL ADMISSIONS TEAM</b> Redcar & Cleveland House, Kirkleatham Street, Redcar	01642 837740 01642 837730 01642 837702	<a href="mailto:schools_admissions@redcar-cleveland.gov.uk">schools_admissions@redcar-cleveland.gov.uk</a>
<b>CHOICE ADVISER</b>	01642 444539	<a href="mailto:christine_morris@redcar-cleveland.gov.uk">christine_morris@redcar-cleveland.gov.uk</a>
<b>FREE SCHOOL MEALS</b>	01642 774774	<a href="mailto:educationalbenefits@redcar-cleveland.gov.uk">educationalbenefits@redcar-cleveland.gov.uk</a>
<b>SCHOOL TRANSPORT</b>	01642 776926	<a href="mailto:intergrated_transport_unit@redcar-cleveland.gov.uk">intergrated_transport_unit@redcar-cleveland.gov.uk</a>
<b>SPECIAL EDUCATIONAL NEEDS</b> Belmont House, Guisborough	01642 304547	<a href="mailto:sen@redcar-cleveland.gov.uk">sen@redcar-cleveland.gov.uk</a>
<b>EDUCATION WELFARE OFFICE</b>	01642 837738/37	
<b>ADVISORY CENTRE FOR EDUCATION (ACE)</b> 0808 800 5793	(A national organisation which gives independent advice on admissions)	
<b>LOCAL GOVERNMENT OMBUDSMAN</b>	01904 380200	

### Part 3 - Details of Individual Primary Schools

SCHOOL & ADDRESS	TELEPHONE NUMBER	STATUS (ADMISSIONS AUTHORITY)	AGE RANGE=N Nursery	NUMBER OF PUPILS NOT INCLUDING NURSERY	PUBLISHED ADMISSION LIMIT
<b>Eston, Grangetown, Lazenby, Normanby, Nunthorpe, Ormesby, South Bank, Teesville</b>					
<b>Bankfields Primary Academy</b> Mansfield Road Eston, TS6 0RZ	01642 453157	Academy	4 - 11 (N)	254	40
<b>Caedmon Primary Academy</b> Attlee Road, Grangetown, TS6 7NA	01642 453187	Academy	4 - 11 (N)	277	47
<b>Grangetown Primary Academy St Georges Road,</b> Grangetown, Middlesbrough, TS6 7JA	01642 455278	Academy	4 - 11 (N)	246	38
<b>Normanby Primary Academy</b> Flatts Lane, Normanby, Middlesbrough, TS6 0NP	01642 469529	Academy	4 - 11 (N)	411	65
<b>Nunthorpe Primary Academy</b> Swan's Corner Nunthorpe, Middlesbrough, TS7 0LA	01642 315508	Academy	4 - 11 (N)	211	30
<b>Ormesby Primary Academy</b> Henry Taylor Court, Ormesby, Middlesbrough, TS7 9AB	01642 314430	Academy	4 - 11 (N)	273	50

<b>SCHOOL &amp; ADDRESS</b>	<b>TELEPHONE NUMBER</b>	<b>STATUS (ADMISSIONS AUTHORITY)</b>	<b>AGE RANGE=N Nursery</b>	<b>NUMBER OF PUPILS NOT INCLUDING NURSERY</b>	<b>PUBLISHED ADMISSION LIMIT</b>
<b>Overfields Primary Academy</b> Daisy Lane, Ormsby, Middlesbrough, TS7 9JF	01642 314548	Academy	4 - 11 (N)	195	30
<b>Saint Gabriel's Roman Catholic Academy,</b> Allendale Road, Ormesby, Middlesbrough, TS7 9LF	01642 315538	Academy	4 - 11 (N)	187	30
<b>South Bank Community Primary School,</b> Poplar Grove, South Bank, Middlesbrough, TS6 6SU	01642 453451	Foundation School	4 - 11 (N)	247	45
<b>St Mary's RC Primary Academy</b> Tennyson Avenue, Grangetown, Middlesbrough, TS6 7AD	01642 455309	Academy	4 - 11 (N)	210	30
<b>St. Margaret Clitherow's,</b> RC Primary Academy, St Margaret's Grove, South Bank, Middlesbrough, TS6 6TA	01642 835370	Academy	4 - 11 (N)	286	60
<b>Teesville Primary Academy</b> The Avenue, Teesville, Middlesbrough, TS6 0DD	01642 453310	Academy	4 - 11 (N)	289	42

<b>SCHOOL &amp; ADDRESS</b>	<b>TELEPHONE NUMBER</b>	<b>STATUS (ADMISSIONS AUTHORITY)</b>	<b>AGE RANGE=N Nursery</b>	<b>NUMBER OF PUPILS NOT INCLUDING NURSERY</b>	<b>PUBLISHED ADMISSION LIMIT</b>
<b>Whale Hill Primary Academy</b> Sandsend Road, Eston, Middlesbrough, TS6 8AD	01642 454339	Academy	4 - 11 (N)	454	78
<b>Wilton Primary Academy</b> Lazenby, Middlesbrough, TS6 8DY	01642 453374	Academy	4 - 11 (N)	49	12
<b>Marske, New Marske, Redcar</b>					
<b>Coatham Church Of England Voluntary Controlled Primary</b> Coatham Road, Redcar, TS10 1QY	01642 486291	Academy	4 - 11 (N)	203	30
<b>Dormanstown Academy</b> South Avenue, Dormanstown, Redcar, TS10 5LY	01642 483696	Academy	4 - 11 (N)	221	30
<b>Errington Primary Academy</b> Windy Hill Lane, Marske-By-The-Sea, Redcar, TS11 7BL	01642 482002	Academy	4 - 11 (N)	220	34
<b>Green Gates Primary Academy</b> Kielder Close, Redcar, TS10 4HS	01642 485463	Academy	4 – 11 (N)	212	30



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<b>Ings Farm Primary Academy</b> Stirling Road, Redcar, TS10 2JZ	01642 485369	Academy	4 - 11 (N)	405	60
<b>John Emmerson Batty Primary Academy</b> Academy, Redcar, TS10 3PG	01642 483697	Academy	4 - 11 (N)	189	30
<b>Lakes Primary Academy</b> West Dyke Road, Redcar, TS10 4JH	01642 485894	Academy	4 - 11 (N)	268	45
<b>New Marske Primary Academy</b> Birkdale Road, New Marske, Redcar, TS11 8BN	01642 486392	Academy	4 - 11 (N)	193	37
<b>Newcomen Primary School</b> Trent Road, Redcar, TS10 1NL	01642 484318	Local Authority Maintained	4 - 11 (N)	343	47
<b>Riverdale Primary Academy</b> Hambleton Avenue, Redcar, TS10 4HH	01642 471298	Academy	4 - 11 (N)	175	30
<b>Saint Bede's Roman Catholic Primary Academy</b> Redcar Road, Marske-By-The- Sea, Redcar, TS11 6AE	01642 485217	Academy	4 - 11 (N)	176	30

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<b>Saint Benedict's Roman Catholic Primary</b> Tyne Road, Redcar, TS10 1PX	01642 495770	Academy	4 - 11 (N)	362	54
<b>Westgarth Primary Academy</b> Redcar Road, Marske-By-The-Sea, Redcar, TS11 6AE	01642 485560	Academy	4 - 11 (N)	310	45
<b>Wheatlands Primary Academy</b> Hundale Crescent, Redcar, TS10 2PU	01642 489784	Academy	4 - 11 (N)	391	60
<b>Zetland Primary Academy</b> Redcar Lane, Redcar, TS10 3JL	01642 484595	Academy	4 - 11 (N)	197	30
<b>East Cleveland</b>					
<b>Badger Hill Primary Academy</b> Marston Road, Kilton Lane, Brotton, TS12 2XR	01287 676289	Academy	4 - 11 (N)	155	30
<b>Belmont Primary School</b> Lauderdale Drive, Guisborough, TS14 7BS	01287 635332	Foundation school	4 - 11 (N)	343	45

<b>SCHOOL &amp; ADDRESS</b>	<b>TELEPHONE NUMBER</b>	<b>STATUS (ADMISSIONS AUTHORITY)</b>	<b>AGE RANGE=N Nursery</b>	<b>NUMBER OF PUPILS NOT INCLUDING NURSERY</b>	<b>PUBLISHED ADMISSION LIMIT</b>
<b>Chaloner Primary School</b> Wilton Lane, Guisborough, TS14 6LJ	01287 632996	Foundation school	4 - 11 (N)	224	30
<b>Galley Hill Primary Academy</b> Campion Drive, Guisborough, TS14 8DH	01287 635540	Academy	4 - 11 (N)	244	39
<b>Handale Primary School</b> West Road, Loftus, TS13 4RJ	01287 640416	Foundation school	4 - 11 (N)	181	49
<b>Highcliffe Primary School</b> Hutton Lane, Guisborough, TS14 8AA	01287 632293	Foundation school	4 - 11 (N)	314	60
<b>Hummersea Primary School</b> Westfield Way, Loftus, Saltburn, TS13 4XD	01287 641781	Local Authority Maintained	4 - 11 (N)	268	30
<b>Lingdale Primary Academy</b> Davison Street, Lingdale, TS12 3DU	01287 651723	Foundation school	4 - 11 (N)	92	20
<b>Lockwood Primary Academy</b> Boosbeck, Saltburn, TS12 3BL	01287 650238	Academy	4 - 11 (N)	169	30
<b>Saint Joseph's Roman Catholic Primary Academy,</b> Rosecroft Lane, Loftus, Saltburn, TS13 4PZ	01287 640613	Academy	4 - 11 (N)	133	30

<b>SCHOOL &amp; ADDRESS</b>	<b>TELEPHONE NUMBER</b>	<b>STATUS (ADMISSIONS AUTHORITY)</b>	<b>AGE RANGE=N Nursery</b>	<b>NUMBER OF PUPILS NOT INCLUDING NURSERY</b>	<b>PUBLISHED ADMISSION LIMIT</b>
<b>Saint Paulinus Roman Catholic Voluntary Aided Primary,</b> The Avenue, Guisborough, TS14 8DN	01287 637978	Academy	4 - 11 (N)	206	28
<b>Saltburn Primary Academy</b> Saltburn Learning Campus, Marske Mill Lane, Saltburn, TS12 1HJ	01287 622447	Foundation Academy	4 - 11 (N)	357	60
<b>Skelton Primary Academy</b> Station Lane, Skelton, Saltburn, TS12 2LR	01287 650689	Academy	4 - 11 (N)	453	90
<b>St Peter's Church Of England</b> Voluntary Controlled, Marshall Drive, Brotton, Cleveland, TS12 2UW	01287 676210	Academy	4 - 11 (N)	272	45
<b>Whitecliffe Primary Academy</b> Kilton Lane, Carlin How, Saltburn, TS13 4AD	01287 640414	Academy	4 - 11 (N)	89	20

## Part 4 - Local Authority Directory of Private & Voluntary Providers of Free Nursery Entitlement for 3 and 4 year olds

<b>EARLY YEARS SETTING AND ADDRESS</b>	<b>TELEPHONE NUMBER</b>	<b>STATUS</b>	<b>AGE RANGE OF CHILDREN</b>
<b>Cheeky Monkees Day Nursery</b> 107 Redcar Road, Marske, TS11 6HU	01642 775587	Private day nursery	0 - 5 years
<b>Dots 'N' Spots Day Nursery</b> Station Lane, Skelton, TS12 2LR	01287 654930	Private day nursery	0 - 5 years
<b>Guisborough Day Nursery</b> 66A Hutton Lane, Guisborough, TS14 6QP	01287 635111	Private day nursery	0 - 5 years
<b>Guisborough Montessori Pre-School</b> Prior Pursglove College, Church Walk, Guisborough, Yorkshire, TS14 6BU	01287 280244	Private day nursery	0 - 5 years
<b>Little Waves Day Care</b> Green Gates Children's Centre, Kielder Close, Redcar, TS10 4HS	01642 490014	Private day nursery	0 - 5 years
<b>Nunthorpe Early Years Centre</b> The Crescent, Nunthorpe, TS7 0JP	01642 322580	Private day nursery	0 - 5 years
<b>Peek – A – Boo Nursery</b> Bankfields Primary School, Eston, Middlesbrough, TS6 0RZ	07814166675	Private nursery	2 – 5 years
<b>Redcar Sunny Days Playgroup</b> Cotswold Drive, Redcar, TS10 4AB	01642 484404	Private day nursery	2 - 5 years
<b>Rosedene Nursery Ormesby</b> Daisy Lane, Ormesby, TS7 9LF	01642 300629	Private day nursery	0 - 5 years
<b>Rosedene Nursery Saltburn</b> Marske Mill Lane, Saltburn, TS12 1HU	01287 626180	Private day nursery	0 - 5 years
<b>Sunshine Day Nursery</b> 4 Clifford Street, Redcar, TS10 1RW	01642 486803	Private day nursery	0 - 5 years
<b>The Priory Day Nursery</b> 18 Grange Close, Grangetown, TS6 7LD	01642 453779	Private day nursery	0 - 5 years
<b>Tiny Turners Day Nursery</b> Wilton Castle, Wilton Village, Redcar, TS10 4QY	01642 463647	Private day nursery	0 - 5 years

<b>EARLY YEARS SETTING AND ADDRESS</b>	<b>TELEPHONE NUMBER</b>	<b>STATUS</b>	<b>AGE RANGE OF CHILDREN</b>
<b>Top Tots Daycare</b> Poplar Grove, South Bank, TS6 6FU	01642 456277	Private day nursery	0 - 5 years
<b>Little Legs Day Nursery</b> 70 Thames Road, Redcar, TS10 1PP	01642 485455 or 01642 290200	Private day nursery	0 - 5 years
<b>Tiger Tots Community Day Care</b> Grange Farm Road, Grangetown	07845188817	Private day nursery	0 - 5 years
<b>Tiger Cubs</b> 6 Derwentwater Road, Middlesbrough, TS6 7PY	07591705357	Private day nursery	2 years
<b>Dimples South Bank,</b> Normanby Road, South Bank, TS6 6SF	01642 455899	Private day nursery	0 - 5 years
<b>Kiddiwinks Nursery</b> Belmont Primary School, Lauderdale Drive, Guisborough, TS14 7BS	07460 931913	Private day nursery	2 - 5 years
<b>Redlands Day Nursery,</b> 4 Kirkleatham Street, Redcar, Cleveland, TS10 1RE	01642 485662	Private day nursery	0 - 5 years
<b>Nanny Bears Day Care Brotton</b> Marston Road, Brotton, Saltburn-by-the-Sea, TS12 2XR	01287 679899	Private day nursery	0 - 5 years
<b>Little Buddies @ Bow Street 24</b> Bow Street, Guisborough, Cleveland, TS14 6BP	01287 200072	Private day nursery	0 - 5 years
<b>Nanny Bears Day Care (Dormanstown)</b> South Avenue, Redcar, TS10 5LL	07494 437397	Private day nursery	2 - 5 years
<b>Tees Valley Tots Day Nursery</b> South Bank Women's Centre, Upper Albion Street, South Bank, TS6 6XG	01642 296166	Private day nursery	0 - 5 years
<b>Nanny Bears (Zetland Park)</b> The Crescent, Redcar, TS10 3AX	07483 129271	Private day nursery	0 - 5 years
<b>Nanny Bears Daycare Centre(Dormanstown) Sure Start,</b> South Avenue, Redcar, Cleveland, TS10 5LL	01642492940	Private day nursery	2 year provision

<b>EARLY YEARS SETTING AND ADDRESS</b>	<b>TELEPHONE NUMBER</b>	<b>STATUS</b>	<b>AGE RANGE OF CHILDREN</b>
<b>Peek – A – Boo Childcare Provision</b> Bankfields Children Centre, Bankfields Primary School, Mansfield Road, Middlesbrough, TS6 0RZ	07814166675	Private day nursery	2 – 5 years
<b>Forest Friends</b> 13A Cleveland Street, The Old Post Office, Redcar, TS10 1BA	07808675016	Private day nursery	0 – 5 years
<b>Guisborough Out of School Club and Nursery</b> Hutton Lane, Guisborough, TS14 8AA	01287 633402	Private day nursery	0 – 5 years
<b>Little Acorns</b> 91 High Street, Skelton, TS12 2DY	07972784450	Private day nursery	2 – 5 years

**If you have any questions or queries relating to this booklet please contact the School Admissions Team on 01642 837740 / 837730**

**School Admissions Team  
Redcar & Cleveland House  
Redcar  
TS10 1RT**

**[www.redcar-cleveland.gov.uk/admissions](http://www.redcar-cleveland.gov.uk/admissions)**

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