

CABINET MEETING – 22 MARCH 2022

EXECUTIVE SUMMARY SHEET – PART I

Title of Report: School Admissions Arrangements for the 2023-2024 Academic Year	
Author(s): Executive Director of Neighbourhoods	
Purpose of Report: To seek approval for the proposed maintained school admission arrangements for the academic year September 2023-24 and to describe proposed amendments to published admission numbers for the academic year 2022-23, where it is necessary to provide additional places.	
Description of Decision: Cabinet is recommended to approve the following for the 2023-2024 academic year; The admissions policy and procedures associated with the co-ordinated scheme of admissions; The criteria that will be applied for Community and Voluntary Controlled schools where over-subscription occurs; and The published admission numbers (PANs).	
Is the decision consistent with the Budget/Policy Framework? *Yes	
If not, Council approval is required to change the Budget/Policy Framework	
Suggested reason(s) for Decision: Cabinet approval of the city's maintained school admission arrangements is required prior to submission to the Department for Education (DfE) and publication for parents making applications for primary and secondary school admissions for the September 2023-2024 academic year.	
Alternative options to be considered and recommended to be rejected: Given the requirements described above there are no alternative recommendations to consider in relation to the proposed admission arrangements.	
Impacts analysed: <div style="display: flex; justify-content: space-between; align-items: flex-start;"> <div style="display: flex; align-items: center;"> Equality <input type="checkbox"/> </div> <div style="display: flex; align-items: center;"> Privacy <input type="checkbox"/> </div> <div style="display: flex; align-items: center;"> Inability <input type="checkbox"/> </div> <div style="display: flex; align-items: center;"> Crime and Disorder <input checked="" type="checkbox"/> </div> <div style="display: flex; align-items: center;"> <input type="checkbox"/> </div> </div>	
Is the Decision consistent with the Council's Co-operative Values?	Yes
Is this a "Key Decision" as defined in the Constitution?	Yes
Is it included in the 28 day Notice of Decisions?	Yes

SCHOOL ADMISSION ARRANGEMENTS FOR THE 2023-2024 ACADEMIC YEAR

REPORT OF THE EXECUTIVE DIRECTOR OF NEIGHBOURHOODS

1. Purpose of the Report

- 1.1 To seek approval for the proposed school admission arrangements for the academic year September 2023-2024 and to describe proposed amendments to published admission numbers for the academic year 2022-2023, where it is necessary to provide additional places.

2. Description of the Decision

Cabinet is recommended to approve the following in relation to the 2023-2024 academic year:

The admissions policy and procedures associated with the co-ordinated scheme of admissions;

The criteria that will be applied for Community and Voluntary Controlled schools where over-subscription occurs; and

The published admission numbers (PANs).

3. Background

- 3.1 The School Standards and Framework Act 1998, implementing Regulations and the associated statutory School Admissions Code have established a framework for consultation on admission arrangements.
- 3.2 The Act requires the local authority (for Community and Voluntary Controlled (VC) schools) to determine, before the commencement of a school year, the admission arrangements that will apply in that year.
- 3.3 The Council is responsible for co-ordinating admissions across its area (known as the co-ordinated scheme) and is required to consult all schools (including Voluntary Aided (VA), Free Schools and Academies), Church of England (CE) and Roman Catholic (RC) Dioceses and neighbouring local authorities by 1 March 2022 in order to establish the admission arrangements for September 2023. 'Own admission authorities' i.e. free schools, academies and VA schools, must also consult on their proposed admission arrangements through the co-ordinated scheme.

4.0 2021 – 2022 Academic Year

- 4.1 October 2021's School Census identifies that there were 2,954 children admitted to reception classes in Sunderland in 2021-2022. This represents a decrease in demand for reception places of 15 from the 2,969 children admitted to reception in 2020-2021.

- 4.2 Demand for secondary school places in Sunderland increased in the same period with 3,084 pupils accessing year 7 places in Sunderland in 2021-2022. This is an increase on the 3,004 pupils accessing year 7 places in 2020-2021.
- 4.3 98.3% of parents applying for a primary school place during the normal school admissions round secured one of their nominated three preferences in 2021, with 93.7% securing their first preference.
- 4.4 98.5% of parents applying for Junior School Places for September 2021 secured their first preference.
- 4.5 96.5% of parents applying for secondary places for September 2021 secured one of their nominated three preferences with 89.8% securing their first preference.

5. Current Position (2022-2023)

- 5.1 The PANs consulted upon (when appropriate) and published by the Council are based on projected demand for primary and secondary places in the city. In recent years the Council has responded to increased demand for primary and secondary places across the city through the development of both temporary and permanent increases in capacity across the city.
- 5.2 The Council has consulted upon an increase in the PAN at Hetton Primary School. The PAN at the school is projected to increase from 20 pupils per year group to 30 pupils per year group for future years, reflecting the increased capacity available to the school from its move into its new school building in September 2022.
- 5.3 At this time no further primary or secondary PAN amendments have been proposed by the Council or other own admissions authorities for the 2022-2023 academic year. Projections and initial preference data indicate that the number of primary places and secondary places available across the city will be sufficient to meet required demand. However, the Council continues to discuss and identify potential opportunities to increase capacity in the city should late applications necessitate a short-term increase in supply of reception places.
- 5.4 In the secondary sector, despite increased pupil numbers, there are several schools who are not anticipated to recruit to their full capacity with surplus places projected in most of the planning areas across the city.
- 5.5 While September 2022 reception place offers will not be confirmed until offer day on the 19th April, the latest school place projections for the 2022-2023 admissions round suggests that there will be an increase in the number of parents who applied on time for a primary place receiving their first preference. It is considered that there are sufficient primary places in all areas of the city to provide a local school place for any parent who failed to secure their first preference.

- 5.6 Secondary Offer Day data identifies that 92% of parents who applied for a year 7 place before the secondary school preference period ended will secure their first preference school. 96.7% of parents who applied on time will receive one of their 3 preferences. Capacity in Sunderland is considered sufficient to ensure any parent who did not secure one of their preferences is offered an alternative local secondary school place.
- 5.7 It should be noted that there are a number of parents whose first preference is for a school which is some distance from their home or for which their child does not attend the named primary feeder. For example, as in previous years, a number of parents with children attending primary schools named as feeders for Washington School have named Biddick or Oxclose as first preference. Where there are spaces then this is accommodated. However, where there are sufficient pupils living within the more immediate vicinity of the school, or attending named feeders, then these would be given preference with others reverting to their second or third preference or where a preference cannot be met the nearest school with places. In 2022/23 102 alternative places were offered where one of the three preferences identified by a parent or carer on an application could not be met.

6. The Co-ordinated Admissions Scheme: Changes for 2022-2023 and Proposals for 2023-2024

- 6.1 As in previous years, the local authority proposes to offer a coordinated scheme with Voluntary Aided and Free Schools, Academies and neighbouring local authorities. Most academies in Sunderland operate within the same admissions policy as community schools. The consultation period for the 2022 Co-ordinated Admissions Scheme ended in December 2021.

- 6.2 For the 2022-23 academic year the Council consulted on the following amendments to the Co-ordinated Admissions Scheme

Applicants who apply for a school place during the school place preference period but who do not secure any of the schools identified as one of their preferences will be automatically offered a place at the nearest school with vacant school places. Distance will be calculated by applying the shortest safe walking distance between an applicant's home and the entry to the school at which a place is to be offered.

The over-subscription criteria for Local Authority Maintained Junior Schools will be amended to include a sibling link priority, as seen in the oversubscription criteria for Local Authority Maintained Infant, Primary and Secondary schools. If implemented, should an applicant demonstrate a sibling link between existing children at a maintained junior school and the child for who they are applying for a place their application will be accordingly prioritised.

- 6.3 There were no objections to the proposed amendments, and they have been adopted as part of the 2022-23 coordinated scheme with September 2022 the first year of implementation.

- 6.4 The Council has not proposed any further amendments to the coordinated scheme for 2023-24

7. Reason for the Decision

- 7.1 Cabinet approval of the admissions arrangements across the city is required prior to submission to the DfE and publication for parents making choices on preferred primary and secondary school places for their children for the September 2023-2024 school year.

8. Alternative Options

- 8.1 Given the requirements described above there are no alternative recommendations to consider in relation to the proposed admission arrangements.

9. Impact Analysis

Equalities: This proposal is intended to ensure that school places are allocated on a balanced and equal basis with specific individual requirements prioritised where applicable.

Sustainability: The recommendations outlined above will ensure that there is sufficient educational provision in areas of the city where excess demand is projected and will contribute to the sustainability of provision in areas where there are surplus places.

10. Other Relevant Considerations / Consultations

- 10.1 Co-operative Values – At Annual Council in May 2015, it was resolved that the following statement be included in the Constitution to reflect the values of the “Co-operative Council”.

“Sunderland City Council is a co-operative council and in being so will act ethically in all its actions while adhering to and actively promoting its co-operative values of self-help, self-responsibility, democracy, equality, equity and solidarity. These values will underpin its decision making and actions.”

This proposal reflects those values, particularly equality. This school admissions process identified within ensures that not only are there sufficient school places in each geographical area of the City to meet local demand but that the processes used to allocate those places where over-subscription occurs are clear, coherent and equitable for all applicants.

- 10.2 Consultation has taken place with Headteachers and Chairs of Governing Bodies of Community, Voluntary Controlled, Voluntary Aided and Free Schools and Academies; Church of England and Roman Catholic Dioceses and neighbouring Local Authorities.

This proposal is intended to ensure that school places are allocated on a balanced and equal basis with specific individual requirements prioritised where applicable.

11. Financial Implications

- 11.1 There are no direct financial implications from approving the arrangements detailed within the report.

12. Legal Implications

- 12.1 In line with the School Standards and Framework Act 1998, the statutory School Admissions Code 2021 and applicable Regulations, Local Authorities must determine, consult on and publish their admission arrangements.

13. Appendices

Appendix 1: Published Admission Numbers

Appendix 2: Co-ordinated Scheme Arrangements

Appendix 3: Oversubscription Criteria for Community and Voluntary Controlled Schools

14. Glossary

PAN Published Admission Numbers

VC Voluntary Controlled

VA Voluntary Aided

CE Church of England

RC Roman Catholic

DfE Department for Education

SCAP Schools Capacity Data Collection

ESFA Education and Skills Funding Agency

Primary PANs for September 2023	
School	Proposed PAN 2023
Academy 360	60
Albany Village Primary	30
Barmston Village Primary	30
Barnes Junior	90
Barnes Infant Academy	90
Barnwell Primary	30
Benedict Biscop CE Academy	45
Bernard Gilpin Primary	60
Bexhill Academy	60
Biddick Primary	45
Blackfell Primary	30
Broadway Junior	60
Burnside Academy Inspires	30
Castletown Primary	60
Dame Dorothy Primary	30
Diamond Hall Junior Academy	80
Diamond Hall Infant Academy	90
Dubmire Primary	60
Easington Lane Primary	45
East Herrington Primary Academy	60
East Rainton Primary	20
English Martyrs RC Primary	30
Eppleton Primary Academy	30
Farringdon Academy	60
Fatfield Academy Inspires	30
Fulwell Junior	90
Fulwell Infant School Academy	90
George Washington Primary	60
Gillas Lane Primary	30
Grange Park Primary	30
Grangetown Primary	45
Grindon Hall Christian School	66
Grindon Infant	60
Hasting Hill Academy	30
Hetton Primary	30
Hetton Lyons Primary	60
Highfield Academy	60
Hill View Junior Academy	120
Hill View Infant Academy	120
Holley Park Academy	35
Hudson Road Primary	45
Hylton Castle Primary	30
John F Kennedy Primary	60
Lambton Primary	30
Marlborough Primary	30
Mill Hill Primary	60

Newbottle Primary Academy	60
New Penshaw Primary Academy	30
New Silksworth Junior Academy	70
New Silksworth Infant Academy	70
Northern Saints CE VA Primary	90
Our Lady Queen of Peace RC Primary	45
Oxclose Primary Academy	30
Plains Farm Academy	30
Redby Primary Academy	60
Richard Avenue Primary	60
Rickleton Primary	60
Ryhope Junior	60
Ryhope Infant School Academy	65
Seaburn Dene Primary	30
Shiney Row Primary	45
South Hylton Primary	45
Southwick Primary	45
Springwell Village Primary	30
St Anne's RC Primary	30
St Bede's RC Primary	30
St Benet's RC Primary	45
St Cuthbert's RC Primary	30
St John Bosco RC Primary	30
St John Boste RC Primary	30
St Joseph's RC Pry Sunderland	30
St Joseph's RC Pry Washington	30
St Leonard's RC Pry	30
St Mary's RC Primary	60
St Michael's RC Primary	30
St Patrick's RC Primary	25
St Paul's CE Controlled Primary	30
Thorney Close Primary	40
Town End Academy	30
Usworth Colliery Primary	60
Valley Road Academy	60
Wessington Primary	30
Willow Fields Community Primary	30

Secondary PANs for September 2023	
School	Proposed PAN 2023
Academy 360	150
Biddick Academy	224
Castle View Enterprise Academy	210
Farringdon Community Academy	180
Hetton	180
Kepier	230
Monkwearmouth Academy	220
Oxclose Community Academy	220
Red House Academy	120
Sandhill View	150
Southmoor Academy	240
St Aidan's Catholic Academy	180
St Anthony's Girls' Catholic Academy	210
St Robert's Catholic School	210
Thornhill Academy	210
Venerable Bede CE Academy	180
Washington Academy	180

Co-ordinated Admissions Scheme for infant, junior & primary schools in the area of Sunderland Local Authority

Introduction

- 1. This scheme is made by Sunderland City Council under the Education (Co-ordination of Admission Arrangements) (Primary) (England) Regulations 2002 and applies to all Infant, Junior & Primary Schools in Sunderland.**

The proposed Co-ordinated Admission scheme for Sunderland LA is set out below and complies with the changes introduced in the new School Admissions Code, which reflects new legislation laid out in the Education and Inspections Bill 2006.

A separate scheme exists in relation to secondary schools.

Interpretation

- 2. In this Scheme -**

"the LA" means Sunderland City Council acting in their capacity as local authority;

"the LA area" means the area in respect of which the LA is the local authority;

"primary education" has the same meaning as in section 2(1) of the Education Act 1996;

"infant, junior & primary school" has the same meaning as in section 5(1) of the Education Act 1996;

"secondary school" has the same meaning as in section 5(2) of the Education Act 1996;

"school" means a community or voluntary school (but not a special school), which is maintained by the LA;

"voluntary controlled schools" means such of the schools as are voluntary controlled schools, where the LA sets the admissions criteria and offers places;

"VA schools" means such of the schools as are voluntary-aided schools;

"Academy" means such of the schools as have academy status;

"admission authority" in relation to a community or voluntary controlled school means the LA and, in relation to a VA or free school or academy means the governing body of that school;

"the specified year" means the school year beginning at or about the beginning of September 2022;

"admission arrangements" means the arrangements for a particular school or schools which govern the procedures and decision making for the purposes of admitting pupils to the school;

"parent/carer/carer" means any person who holds parent/carer responsibility as defined under the 1989 Children Act and with whom the child normally resides;

"casual admission" means any application for a place in the first year of primary education that is received after 5 May 2022, including those received during the academic year commencing in September 2022, and applications for a place in any other year group received at any time from the commencement of the Scheme; and

"eligible for a place" means that a child has been placed on a school's ranked list at such a point which falls within the school's published admission number.

Commencement and extent

This scheme applies in relation to the admission arrangements for the schools for admission year 2022-23 (the specified year).

The LA will include in its admission arrangements for the specified year the provisions set out in Schedule 1 to this scheme, or provisions having the same effect.

The governing body of each of the VA school and Academy will include in its admission arrangements for the specified year the provisions set out in the Schedule, so far as relevant to that school, or provisions having the same effect.

The Scheme

1. The Scheme shall be determined in accordance with the provisions set out in Schedule 1 and processed in accordance with the timetable set out in Schedule 2.
2. The Scheme shall apply to every infant, junior & primary school in the LA area as identified in Appendix 1 (except special schools) and shall take effect from 1 Aug 2022.
3. The Scheme will also include applications from parent/carers seeking admission to Sunderland schools who live within other LAs.

PART I - THE SCHEME

1. There will be a standard form known as the Application form (AF).
2. The AF will be used for the purpose of admitting pupils into the first year of primary education and for those transferring from infant to junior or primary schools in the specified year. The AF will also be used for any applications made for a "casual admission" into any year group in the admissions round leading up to, and during, the academic year 2022/23.
3. The AF must be used as a means of expressing up to 3 preferences for the purposes of section 86 of the School Standards and Framework Act 1998, by parent/carers wishing to express a preference for their child to be admitted to a school within the LA area (including VA schools and Academies).

4. The AF will -

- a. allow the parent/carer to express up to 3 preferences by completing the form, in rank order of preference,
- b. invite parent/carer to give their reasons for each preference,
- c. specify the closing date and where the application form must be returned, in accordance with paragraph 10.

5. The LA will make appropriate arrangements to ensure:

- a. that the AF is available on request from the LA and it is possible to apply on-line at www.sunderland.gov.uk/admissionsonline and
- b. that a written explanation of the co-ordinated admissions scheme will be available within the Admission to Primary Schools booklet.

6. The LA will take all reasonable steps to ensure that:

- a. every parent/carer resident in the LA area who has a child eligible to commence primary education and those transferring from infant to junior or primary schools receives a written explanation of how to apply; and
- b. every parent/carer whose application falls within the category of a casual admission receives a copy of the AF (and written explanation), on request, and understands the process.

Parent/carers will be advised that they will receive no more than one offer of a school place and that:

- (i) a place will be offered at the highest ranking nominated school for which they are eligible for a place under the admission criteria; and
- (ii) explain that, if more than one school is nominated and no order of ranking is stated, or a wish expressed that they be ranked equally, the parent/carer will be regarded as having ranked the schools in the order appearing on the form (the first-mentioned being ranked the highest)

7. All preferences expressed on the AF are valid applications. The governing body of a VA school or the Trust Board/Governing Body of an Academy can require parent/carers who wish to nominate, or have nominated, their school on the AF, to provide additional information on a supplementary form only where the additional information is required for the governing body to apply their oversubscription criteria to the application. Where a supplementary form is required it must be returned to the LA, along with the AF, so that the relevant forms can be passed to the VA schools and Academies.

8. Where a school receives a supplementary form it will not be regarded as a valid application unless the parent/carer has also completed an AF and the school is nominated on it. Where supplementary forms are received directly by VA schools and Academies the school must inform the LA immediately so it can verify whether a AF has been received from the parent/carer and, if not, the LA will contact the parent/carer and ask them to complete a AF. Under the requirements of the scheme, parent/carers will not be under any obligation to complete an individual school's supplementary form where this is not strictly required for the VA governing body or Academy Trust Board to apply their oversubscription criteria.

9. Any school which operates criteria for selection by ability or aptitude must ensure that its arrangements for assessing ability or aptitude, to enable decisions to be made on nominations, conform with the timing requirements of the scheme as set out in Schedule 2.

Processing of AFs

10. Completed AFs are to be returned to the LA by **Saturday 15 January 2022**. It will be the responsibility of parent/carer to ensure that AFs are returned directly or via nursery, infant or primary schools to the LA, in a paper format or on-line by the closing date.

Determining offers in response to the AF

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

- (a) it is acting in its separate capacity as an admission authority, or
- (b) an applicant is eligible for a place at more than one school and is allocated a place at the highest ranked school, or

- (c) an applicant is not eligible for a place at any school that the parent/carers has nominated.

The LA will allocate places in accordance with the provisions set out in paragraph 17 of this Schedule.

12. Completed applications are to be returned to the LA by the due date.

13. Completed applications that are received after the closing date will be considered on an individual basis, but the procedure must not prevent the proper processing, under the Scheme, of applications received on time.

14. The LA will process all applications. Any completed applications must be treated as a confidential communication between the parent/carers and the LA. All applications received by the closing date will be considered before any applications received after this closing date unless exceptional circumstances apply.

15. **By 7 February 2022** the LA will notify the admission authority for each of the schools and academy of every nomination that has been made for that school, including all relevant details and any supplementary information received by this date which schools require in order to apply their oversubscription criteria.

16. **By 7 March 2022** the admission authority for each school and academy will consider all applications for their school and apply the school's oversubscription criteria (if appropriate) and provide the LA with a list of all potential applicants sorted (if appropriate) according to the school's oversubscription criteria.

17. **By 25 March 2022** the LA will match these lists against the ranked lists of the other schools nominated and:

- Where the child is eligible for a place at the parent/carers first nominated school, that school will be allocated to the child.
- Where the child is not eligible for a place at the parent/carers first nominated school, they will be allocated a place at the school, which is the next highest ranked nominated school where the child is eligible for a place.
- Where none of the preferences can be met, the child will be offered a place at the nearest school with a vacancy. Places will be offered on the basis of distance from the centre of the home address to the main entrance of the school with priority being given to those living closest to the school. Distance is measured by the shortest safest walking distance, using a geographical information system (GIS). This uses Ordnance Survey maps and Land & Property Gazetteer (LLPG), which provides co-ordinates for every dwelling.

18. **1 April 2022** -The LA informs its infant, junior & primary schools of the pupils to be offered places at their schools.

19. **On 19 April 2022** parent/carers will be notified whether they are being offered a place. The following information will be provided:

- The name of the school at which a place is offered;

- The reasons why the child is not being offered a place at any of the other higher ranked schools nominated on the AF;
- Information about their statutory right of appeal against the decisions to refuse places at the other nominated schools;
- Explain that the child will be considered for any places that might become available in schools they ranked higher than the school they are offered, in the re-allocation process after 5 May 2022.
- Contact details for the schools (in the case of nominated VA schools and Academies where they were not offered a place), so that they can lodge an appeal.

The letter will not inform parent/carer of places still available at other schools.

20. 2 May 2022: the deadline for parent/carer to accept the place offered. If they do not respond by this date it will be assumed that they have accepted the place, however the LA will continue to pursue parent/carer for written confirmation of acceptance for oversubscribed schools.

Re-allocation Lists (Waiting lists) 5 May 2022

21. Children will be considered under the re-allocation process for any places if they become available after **19 April 2022** at any school they have ranked higher on their AF than the school they were offered. Where a parent/carer has been allocated a place at their second preference school, they may be placed on the re-allocation list of their first preference but not their third and so on. Where a parent/carer has been offered a place at a school, which they did not nominate on their AF, they may be placed on the list of all the schools they did nominate on their AF.

Where a parent/carer receives a place at their highest ranked school, they will not normally be considered for re-allocation, nor will they be offered a place at any other school simply because it has places available.

Where there are more applicants than places available, then the priorities used within the school's admission criteria will be applied to all applicants according to ranking.

22. 5 May 2022: The LA begins to re-allocate any places that may have become vacant since 16 April and in accordance with the school admission criteria which will include following:

- those who have not been offered any school place, for example, late applications from parent/carer who have just moved into the area and have not been offered a school place; and
- those who have subsequently expressed a preference for a new school not originally expressed on the AF which will be ranked lower than any other previous preferences ranked on the AF.

PART II - LATE APPLICATIONS

23. The closing date for applications in the normal admissions round is **15 January 2022**. As far as is reasonably practicable applications for places in the normal admissions round that are received late 'for a good reason' will be accepted provided they are received **before 7 March 2022**, the date the allocation procedures begin. Examples of what will be considered as good reason include: when a lone parent/carer has been ill for some time, or has been dealing with the death of a close relative; a family has just moved into the area or is returning from abroad (proof of ownership or tenancy of a Sunderland property will be required in these cases). Other circumstances will be considered and each case decided on its own merits.

LATE APPLICATIONS RECEIVED AFTER 7 MARCH 2022

24. Applications received after **7 March 2022**, which are not deemed as exceptional will be considered as late and will not be processed until after **19 April 2022**.

APPLICATIONS RECEIVED AFTER 19 APRIL 2022 BUT BEFORE 5 MAY 2022

25. Applications made direct to any school on the AF must be forwarded to the LA immediately. Where only the supplementary form is received the school must inform the LA immediately so it can verify whether an AF has been received from the parent/carer and, if not, contact the parent/carer and ask them to complete an AF. The LA will enter the details onto its central database and, after consultation with the relevant admission authority, offer a place at the school highest in the parent/carer's order of preference that has a vacancy or if this is not possible, at the nearest appropriate school with a vacancy (as defined in paragraph 17).

APPLICATIONS RECEIVED AFTER 5 MAY 2022

26. Applications received after 5 May 2022, and for places in year groups other than the normal year of entry to infant, junior & primary schools will be treated as casual admissions. These applications should be made on the AF and sent to the LA, which will

- determine any application for a community or controlled school for which it is the admission authority; and
- if the application is for a voluntary aided or academy refer the application to the governing body of the school, which will make a determination and notify the LA in advance of their notification to the parent/carer. Parent/carers who are refused admission must be offered a right of appeal.

27. If any parent/carers approach voluntary aided or free schools or academies directly about a casual admission, the governing body must ensure that the parent/carer completes an AF (if they have not already done so). The AF should be sent to the maintaining LA as soon as practically possible, along with the governing body's decision on the application. The governing body will notify the LA of its decision in advance of notifying the parent/carer and, if the parent/carer is refused a place, the right of appeal must be offered.

28. The LA will keep track of any pupils who apply for casual admissions, and intervene as appropriate to ensure that they are placed in a school without undue delay, particularly in respect of looked after children.

Waiting lists for normal year of entry

29. Waiting lists for schools should be kept until **16 December 2022** for Community schools. Academies and Aided schools may hold their waiting lists for up to one academic year but this will be confirmed within their admission criteria.

SCHEDULE 2

Timetable of co-ordinated scheme

15 January 2022:	Application forms, together with any supplementary forms (as required) to be returned to the LA.
7 February 2022:	Details of applications to be sent to VA schools and Academies.
7 March 2022:	VA schools and Academies provide the LA with lists of potential applicants.
25 March 2022:	The LA will match the ranked lists of all the schools and allocate places in accordance with paragraph 17 of Schedule 1.
1 April 2022:	By this date the LA will notify schools which parent/carer have been offered places at their schools.
19 April 2022:	Notifications sent to parent/carer.
2 May 2022:	Last date for offers to be accepted by parent/carer.
5 May 2022:	Any places that have become available will start to be allocated to parent/carer in priority order in accordance with paragraph 22 of Schedule 1.

CO-ORDINATED ADMISSIONS SCHEME – INFANT, JUNIOR & PRIMARY SCHOOLS

Admission Authorities in the Area of Sunderland to which the Scheme applies

The Scheme applies to the Governing Body as the Admissions Authority for the following Academies:

Academy 360	Portsmouth Road Sunderland SR4 9BA
Barnes Infant Academy	Mount Road Sunderland SR4 7QF
Barnwell Academy	Whitefield Estate Houghton-le-Spring DH4 7RT
Benedict Biscop CE Academy	Marcross Drive Sunderland SR3 2RE
Bexhill Academy	Bexhill Road Sunderland SR5 4PJ
Burnside Academy	Burnside Estate Houghton-le-Spring DH4 5HB
Christ's College	Nookside Sunderland SR4 8PG
Diamond Hall Infant Academy	Well Street Sunderland SR4 6JF
Diamond Hall Junior School	Well Street Sunderland SR4 6JF
Dubmire Primary Academy	Britannia Terrace Houghton-le-Spring DH4 6HL
East Herrington Primary Academy	Balmoral Terrace Sunderland SR3 3PR
Eppleton Academy Primary	Church Road Hetton-le-Hole DH5 9AJ
Farringdon Academy	Archer Road Sunderland SR3 3DJ
Fatfield Academy	Southcroft Washington NE38 8RB
Fulwell Infant School Academy	Ebdon Lane Sunderland SR6 8ED

Gillas Lane Primary Academy	Seaton Avenue Houghton-le-Spring DH5 8EH
George Washington Primary School	Wellbank Road Washington NE37 1NL
Hasting Hill Academy	Tilbury Road Sunderland SR3 4LY
Hetton Lyons Primary Academy	Four Lane Ends Hetton-le-Hole DH5 0AH
Highfield Academy	Fordfield Road Sunderland SR4 0DA
Hill View Infant Academy	Helvellyn Road Sunderland SR2 9JJ
Hill View Junior Academy	Queen Alexandra Road Sunderland SR2 9HE
Holley Park Academy	Ayton Road South Washington NE38 0LR
John F Kennedy Primary School	Station Road Washington NE38 7AR
Newbottle Primary Academy	Houghton Road Houghton-le-Spring DH4 4EE
New Penshaw Primary	Langdale Road Houghton-le-Spring DH4 7HY
New Silksworth Infant Academy	Blind Lane Sunderland SR3 1AS
New Silksworth Junior Academy	Blind Lane Sunderland SR3 1AS
Oxclose Primary Academy	Brancepeth Road Washington NE38 0LA
Plains Farm Academy	Tudor Grove Sunderland SR3 1SU
Redby Primary Academy	Fulwell Road Sunderland SR6 9QP
Ryhope Infant School Academy	Shaftesbury Avenue Sunderland SR2 0RT

South Hylton Primary School	Union Street Sunderland SR4 0LS
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Town End Academy	Borodin Avenue Sunderland SR5 4NX
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Valley Road Academy	Corporation Road Sunderland SR2 8PL
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The Scheme applies to the Governing Body as the Admissions Authority for the following Voluntary Aided Schools:

English Martyrs RC Primary School	Redcar Road Sunderland SR5 5AU
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Northern Saints CE VA Primary School	Rotherham Road Sunderland SR5 5QL
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Our Lady Queen of Peace Catholic Primary School	Station Road, Penshaw Houghton-le-Spring DH4 7JZ
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St Anne's RC Primary School	Hylton Road Sunderland SR4 9AA
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St Bede's RC Primary School	Hampshire Place Washington NE37 2NP
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St Benet's RC Primary School	Fulwell Road Sunderland SR6 9QU
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St Cuthbert's RC Primary School	Grindon Lane Sunderland SR4 8HP
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St John Bosco RC Primary School	Bradford Avenue Sunderland SR5 4JW
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St John Boste Catholic Primary School	Castle Road Washington NE38 0HL
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St Joseph's RC Primary School	Rutland Street Sunderland SR4 6HY
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St Joseph's Catholic Primary School Washington	Village Lane Washington NE38 7HU
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St Leonard's RC Primary School	Tunstall Village Road Sunderland SR3 2BB
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St Mary's RC Primary School	Meadowside Sunderland SR2 7QN
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St Michael's Catholic Primary School

Durham Road
Houghton-le-Spring DH5 8NF

St Patrick's RC Primary School

Smith Street
Sunderland SR2 0RQ

Community and Voluntary Controlled Schools where the LA is the Admission Authority:

Albany Village Primary School

Albany Village
Washington NE37 1UA

Barmston Village Primary School

Barmston Centre
Washington NE38 8JA

Barnes Junior School

Mount Road
Sunderland SR4 7QF

Bernard Gilpin Primary School

Hall Lane
Houghton-le-Spring DH5 8DA

Biddick Primary School

Kirkham
Washington NE38 7HQ

Blackfell Primary School

Knoulberry
Washington NE37 1HA

Broadway Junior School

Springwell Road
Sunderland SR4 8NW

Castletown Primary School

Grange Road
Sunderland SR5 2QB

Dame Dorothy Primary School

Dock Street
Sunderland SR6 0EA

Easington Lane Primary School

South Hetton Road
Houghton-le-Spring DH5 0LH

East Rainton Primary School

School Road
Houghton-le-Spring DH5 9RA

Fulwell Junior School

Sea Road
Sunderland SR6 9EE

Grange Park Primary School

Swan Street
Sunderland SR5 1EA

Grangetown Primary School

Spelterworks Road
Sunderland SR2 8PX

Grindon Infant School	Gleneagles Road Sunderland SR4 9QN
Hetton Primary School	Moorsley Road Hetton-le-Hole DH5 9ND
Hudson Road Primary School	Villiers Street South Sunderland SR1 2AH
Hylton Castle Primary School	Cramlington Road Sunderland SR5 3QL
Lambton Primary School	Lambton Village Washington NE38 0PL
Marlborough Primary School	Marlborough Road Washington NE37 3BG
Mill Hill Primary School	Doxford Park Sunderland SR3 2LE
Richard Avenue Primary School	Richard Avenue Sunderland SR4 7LQ
Rickleton Primary School	Vigo Lane Washington NE38 9EZ
Ryhope Junior School	Shaftesbury Avenue Sunderland SR2 0RT
Seaburn Dene Primary School	Torver Crescent Sunderland SR6 8LG
Shiney Row Primary School	Rear South View Houghton-le-Spring DH4 4QP
Southwick Primary School	Shakespeare Street Sunderland SR5 2JX
Springwell Village Primary School	Westfield Crescent Gateshead NE9 7RX
St Paul's CE Controlled Primary School	Waterworks Road Sunderland SR2 0LW
Thorney Close Primary School	Torquay Road Sunderland SR3 4BB
Usworth Colliery Primary School	Manor Close Washington NE37 3BL
Wessington Primary School	Lanercost

Washington NE38 7PY

Willow Fields Community Primary School

Winslow Close
Sunderland SR5 5RZ

**Co-ordinated Admissions Scheme for secondary schools in the area of
Sunderland Local Authority**

Introduction

1. This scheme is made by Sunderland City Council under the Education (Co-ordination of Admission Arrangements) (Secondary) (England) Regulations 2002 and applies to all Secondary Schools in Sunderland.

The proposed Co-ordinated Admission scheme for Sunderland LA is set out below and complies with the changes introduced in the new School Admissions Code, which reflects new legislation laid out in the Education and Inspections Bill 2006.

A separate scheme exists in relation to primary schools

Interpretation

2. **In this Scheme -**

"the LA" means Sunderland City Council acting in their capacity as local authority;

"the LA area" means the area in respect of which the LA is the local authority;

"primary education" has the same meaning as in section 2(1) of the Education Act 1996;

"secondary education" has the same meaning as in section 2(2) of the Education Act 1996;

"primary school" has the same meaning as in section 5(1) of the Education Act 1996; "secondary school" has the same meaning as in section 5(2) of the Education Act 1996;

"school" means a community or voluntary school (but not a special school) which is maintained by the LA;

"voluntary controlled schools" means such of the schools as are voluntary controlled schools, where the LA sets the admissions criteria and offers places;

"VA schools" means such of the schools as are voluntary-aided schools;

"academy" means such of the schools as have academy status;

"admission authority" in relation to a community or voluntary controlled school means the LA and, in relation to a VA or Free school or academy means the governing body of that school;

"the specified year" means the school year beginning at or about the beginning of September 2022;

"admission arrangements" means the arrangements for a particular school or schools which govern the procedures and decision making for the purposes of admitting pupils to the school;

"parent/carer/carer" means any person who holds parental/carer responsibility as defined under the 1989 Children Act and with whom the child normally resides;

"casual admission" means any application for a place in the first year of secondary education that is received after 21 March 2022 including those received during the academic year commencing in September 2022 and applications for a place in any other year group received at any time from the commencement of the Scheme; and

"eligible for a place" means that a child has been placed on a school's ranked list at such a point, which falls within the school's published admission number.

Commencement and extent

This scheme applies in relation to the admission arrangements for the schools for admission year 2022/2023 (the specified year).

The LA will include in its admission arrangements for the specified year the provisions set out in Schedule 1 to this scheme, or provisions having the same effect.

The governing body of each of the VA schools and academies will include in its admission arrangements for the specified year the provisions set out in the Schedule, so far as relevant to that school, or provisions having the same effect.

The Scheme

1. The Scheme shall be determined in accordance with the provisions set out in Schedule 1 and processed in accordance with the timetable set out in Schedule 2.
2. The Scheme shall apply to every secondary school in the LA area as identified in Appendix 1 (except special schools) and shall take effect from 1 August 2022.
3. The Scheme will also include applications from parent/carers seeking admission to Sunderland schools who live within other LAs.
4. We will also co-ordinate our admission process with any other Admission Authorities where relevant.

SCHEDULE 1

PART 1 - THE SCHEME

1. There will be a standard form known as the Application form (AF).
2. The AF will be used for the purpose of admitting pupils into the first year of secondary education in the specified year, and for any applications made for a "casual admission" into any year group in the admissions round leading up to, and during, the academic year 2022/2023.
3. The AF must be used as a means of expressing up to 3 preferences for the purposes of section 86 of the School Standards and Framework Act 1998, by parent/carers resident in the LA area wishing to express a preference for their child-
 - a. to be admitted to a school within the LA area (including VA schools and academies);
 - b. to be admitted to a school located in another LA's area (including VA schools and academies).
4. **The AF will •**
 - a. allow the parent/carer to express up to 3 preferences by completing the form, including, where relevant, any schools outside the LA's area, in rank order of preference,
 - b. invite parent/carers to give their reasons for each preference,
 - c. specify the closing date and where the application form must be returned, in accordance with paragraph 10.
5. **The LA will make appropriate arrangements to ensure:**
 - a. that the AF is available on request from the LA and it is possible to apply on-line at www.sunderland.gov.uk/admissionsonline and
 - b. that the written explanation of the co-ordinated admissions scheme will be available within the Admission to Secondary Schools booklet.

6. The LA will take all reasonable steps to ensure that:

- a. every parent/carer resident in the LA area who has a child in their last year of primary education receives a written explanation of how to apply; and
- b. every parent/carer whose application falls within the category of a casual admission receives a copy of the AF (and written explanation), on request, and understands the process.

Parent/carers will be advised that they will receive no more than one offer of a school place and that:

- (i) a place will be offered at the highest ranking nominated school for which they are eligible for a place under the admission criteria; and
- (ii) explain that, if more than one school is nominated and no order of ranking is stated, the parent/carer will be regarded as having ranked the schools in the order appearing on the form (the first-mentioned being ranked the highest)

7. All preferences expressed on the AF are valid applications. The governing body of a VA school or Trust Board/Governing Body of an Academy can require parent/carers who wish to nominate, or have nominated, their school on the AF, to provide additional information on a supplementary form only where the additional information is required for the governing body to apply their oversubscription criteria to the application. Where a supplementary form is required, it will be sent to parent/carers by the governing body for completion and returned to the school.

8. Where a school receives a supplementary form from a Sunderland resident it will **not** be regarded as a valid application unless the parent/carer has also completed an AF and the school is nominated on it. Where supplementary forms are received directly by VA schools or academy, the school must inform the LA immediately so it can verify whether a AF has been received from the parent/carer and, if not, the LA will contact the parent/carer and ask them to complete a AF. Under the requirements of the scheme, parent/carers will not be under any obligation to complete an individual school's supplementary form where this is not strictly required for the VA school or Academy governing body to apply their oversubscription criteria.

9. Any school which operates criteria for selection by ability or aptitude must ensure that its arrangements for assessing ability or aptitude, to enable decisions to be made on nominations, conform with the timing requirements of the scheme as set out in Schedule 2.

Processing of AFs

10. Completed AFs are to be returned to the LA by **Sunday 31 October 2021**. It will be the responsibility of parent/carers to ensure that AFs are returned directly or via primary schools to the LA, in a paper format or on-line by the closing date.

Determining offers in response to the AF

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

- (a) it is acting in its separate capacity as an admission authority, or
- (b) an applicant is eligible for a place at more than one school, or
- (c) an applicant is not eligible for a place at any school that the parent/carer has nominated.

The LA will allocate places in accordance with the provisions set out in paragraph 18 of this Schedule.

12. Completed applications are to be returned to the LA by the due date.

13. Completed applications that are received after the closing date will be considered on an individual basis, but the procedure must not prevent the proper processing, under the Scheme, of applications received on time.

14. The LA will process all applications. Any completed applications must be treated as a confidential communication between the parent/carer and the LA. All applications received by the closing date will be considered before any applications received after this closing date unless exceptional circumstances apply.

15. By 26 November 2021 the LA will notify the admission authority for each of the schools of every nomination that has been made for that school, including all relevant details and any supplementary information received by this date which schools require in order to apply their oversubscription criteria. Where parent/carers have nominated a school outside the LA area, the LA will also similarly notify the relevant authority/authorities by **12 November 2021**.

16. By 7 January 2022 the admission authority for each school will consider all applications for their school and apply the school's oversubscription criteria (if appropriate) and provide the LA with a list of all potential applicants sorted (if appropriate) according to the school's oversubscription criteria.

17. By 14 January 2022 the admission authority for neighbouring LAs schools will provide a list of potential applicants and waiting lists (if appropriate).

18. By 8 February 2022 the LA will match these lists against the ranked lists of the other schools nominated and:

- Where the child is eligible for a place at the parent/carers' first nominated school, that school will be allocated to the child.

- Where the child is not eligible for a place at the parent/carers first nominated school, they will be allocated a place at the school, which is the next highest ranked nominated school where the child is eligible for a place.
- Where none of the preferences can be met, the child will be offered a place at the nearest school with a vacancy. Places will be offered on the basis of distance from the centre of the home address to the main entrance of the school with priority being given to those living closest to the school. Distance is measured by the shortest safest walking distance, using a geographical information system (GIS). This uses Ordnance Survey maps and Land & Property Gazetteer (LLPG), which provides co-ordinates for every dwelling.

19. 11 February 2022 -The LA informs its secondary schools of the pupils to be offered places at their schools, and informs other LAs of places in Sunderland schools to be offered to their residents.

20. On 1 March 2022 parent/carers will be notified whether they are being offered a place. The following information will be provided:

- The name of the school at which a place is offered;
- The reasons why the child is not being offered a place at any of the other higher ranked schools nominated on the AF;
- Information about their statutory right of appeal against the decisions to refuse places at the other nominated schools;
- Explain that the child will be considered for any places that might become available in schools they ranked higher than the school they are offered, in the re-allocation process after 21 March 2022.
- Contact details for the schools (in the case of nominated VA schools and academies where they were not offered a place) and all relevant LAs, so that they can lodge an appeal.

The letter will not inform parent/carers of places still available at other schools.

21. 18 March 2022: the deadline for parent/carers to accept the place offered. If they do not respond by this date it will be assumed that they have accepted the place, however the LA will continue to pursue parent/carers for written confirmation of acceptance for oversubscribed schools.

Re-allocation Lists (Waiting lists)

22. Children will be considered under the reallocation process for any places if they become available, after 1 March 2022 but before 21 March 2022, at any school they have ranked higher on their AF than the school they were offered. For example where a parent/carer has originally been allocated a place at their second preference school, they may be considered for their first preference but not their third and so on. Where a parent/carer has been offered a place at a school, which they did not nominate on their AF, they may be considered for all the schools they did nominate on their AF.

Where a parent/carer receives a place at their highest ranked school, they will not normally be considered for re-allocation, nor will they be offered a place at any other school simply because it has places available.

Where there are more applicants than places available, then the priorities used within the school's admission criteria will be applied to all applicants according to ranking.

23. 21 March 2022: The LA re-allocates any places that may have become vacant since 1 March and in accordance with the school admission criteria, which will include the following:

- those who have not been offered any school place, for example, late applications from parent/carers who have just moved into the area and have not been offered a school place;
- those who have subsequently expressed a preference for a new school not originally expressed on the AF, which will be ranked lower than any other previous preferences ranked on the AF.

PART 2 - LATE APPLICATIONS

24. The closing date for applications in the normal admissions round is **31 October 2021**. As far as is reasonably practicable applications for places in the normal admissions round that are received late *for a good reason* will be accepted provided they are received **before 7 January 2022**, the date the allocation procedures begin. Examples of what will be considered as good reason include: when a lone parent/carer has been ill for some time, or has been dealing with the death of a close relative; a family has just moved into the area or is returning from abroad (proof of ownership or tenancy of a Sunderland property will be required in these cases). Other circumstances will be considered and each case decided on its own merits.

LATE APPLICATIONS RECEIVED AFTER 7 JANUARY 2022

25. Applications received after 7 January 2022 (which are not deemed as exceptional) will be considered as late and will not be processed until after 1 March 2022.

APPLICATIONS RECEIVED AFTER 1 MARCH 2022 BUT BEFORE 21 MARCH 2022

26. Applications made direct to any school on the AF must be forwarded to the LA immediately. Where only the supplementary form is received the school must inform the LA immediately so it can verify whether an AF has been received from the parent/carer and, if not, contact the parent/carer and ask them to complete an AF. The LA will enter the details onto its central database and, after consultation with the relevant admission authority, offer a place at the school highest in the parent/carer's order of preference that has a vacancy or if this is not possible, at the nearest appropriate school with a vacancy.

APPLICATIONS RECEIVED AFTER 21 MARCH 2022

27. Applications received after 21 March 2022, and for places in year groups other than the normal year of entry to secondary school, will be treated as casual admissions. These applications should be made on the AF and sent to the LA, which maintains the school, which will

- determine any application for a community or controlled school for which it is the admission authority; and
- if the application is for a voluntary aided school or academy refer the application to the governing body of the school, which will make a determination and notify both the parent/carer and the LA. Parent/carers who are refused admission must be offered a right of appeal.

28. If any parent/carers approach voluntary aided schools or academies directly about a casual admission, the governing body must ensure that the parent/carer completes an AF (if they have not already done so). The AF should be sent to the maintaining LA as soon as practically possible, along with the governing body's decision on the application. The governing body will notify the LA of its decision in advance of notifying the parent/carers and, if the parent/carer is refused a place, the right of appeal must be offered.

29. The LA will keep track of any pupils who apply for casual admissions, and intervene as appropriate to ensure that they are placed in a school without undue delay, particularly in respect of looked after children.

WAITING LISTS FOR NORMAL YEAR OF ENTRY

30. Waiting lists will be kept until **16 December 2022** for Community Schools. Academies and Aided & Free schools may hold their waiting list for up to one academic year but this will be confirmed within their admission criteria.

SCHEDULE 2

Timetable of co-ordinated scheme

31 October 2021:	Applications, together with any supplementary forms (as required) to be returned to the LA.
12 November 2021:	Details of applications to be sent to other LAs.
26 November 2021:	Details of applications to be sent to VA schools and academies.
7 January 2022:	VA schools and academies provide the LA with lists of potential applicants.
8 February 2022:	The LA will match the ranked lists of all the schools and allocate places in accordance with paragraph 18 of Schedule
11 February 2022:	By this date the LA will notify schools, which parent/carers have been offered places at their schools, and other LAs will be notified of places in Sunderland schools that will be offered to their residents.
1 March 2022:	Notifications sent to parent/carers.
18 March 2022:	Last date for offers to be accepted by parent/carers.
21 March 2022:	Any places that have become available will start to be allocated to parent/carers in priority order in accordance with paragraph 23 of Schedule 1.

CO-ORDINATED ADMISSIONS SCHEME -SECONDARY SCHOOLS

Admission Authorities in the Area of Sunderland to which the Scheme applies

The Scheme applies to the Governing Body as the Admission Authority for the following Academies:

Academy 360	Portsmouth Road Sunderland SR4 9BA
Biddick Academy	Biddick Lane Washington NE38 8AL
Castle View Enterprise Academy	Cartwright Road Sunderland SR5 3DX
Christ's College	Nookside Sunderland SR4 8PG
Farringdon Community Academy	Allendale Road Sunderland SR3 3EL
Kepier	Dairy Lane Houghton-le-Spring DH4 5BH
Monkwearmouth Academy	Torver Crescent Sunderland SR6 8LQ
Oxclose Community Academy	Dilston Close Washington NE38 0LN
Red House Academy	Rutherglen Road Sunderland SR5 5LN
Sandhill View Academy	Grindon Lane Sunderland SR3 4EN
Southmoor Academy	Ryhope Road Sunderland SR2 7TF
St Aidan's Catholic School	Willow Bank Road Sunderland SR2 7HJ
St Anthony's Girls' Catholic Academy	Thornhill Terrace Sunderland SR2 7JN
St Robert of Newminster Catholic School	Biddick Lane Washington NE38 8AF

The Venerable Bede CE Academy

Tunstall Bank
Sunderland SR2 0SX

Thornhill Academy

Thornholme Road
Sunderland SR2 7NA

Washington Academy

Spout Lane
Washington NE37 2AA

The Scheme applies to the Community School where the LA is the Admission Authority:

Hetton School

North Road
Hetton-le-Hole DH5 9JZ

ADMISSION CRITERIA FOR COMMUNITY AND CONTROLLED INFANT/JUNIOR/PRIMARY SCHOOLS – 2022/23

1. **A ‘Looked-after’ child who was previously looked after but immediately after being looked after became subject to an adoption, residency/child arrangement or special guardianship order** – a child that is looked-after’ by a Local Authority in accordance with Section 22(1) of the Children’s Act 1989 and a child who was looked after, but ceased to be so, because of adoption (or become subject to a child arrangements order, residence order or special guardianship order) and a **‘Looked-after’ child who appears to the Admission Authority to have been in state care outside of England and ceased to be in state care as result of being adopted** – a child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society
2. **A sibling link** - an older brother/sister or older child (including adoptive, foster or step-children) that shares the same parent/carer and lives at the same address, who will still be attending the preferred school or the junior school for which the preferred school is the feeder infant school, at the time of admission.
3. **Attendance in Key Stage 1 (age 5 - 7) at the named feeder infant school** (This applies to Infant – Junior transfers only)
4. **Exceptional medical or psychological reasons** (you must include a medical or psychological report, prepared by a professional, to confirm information that you include in this section. This report should explain why only this school can meet your child’s medical or psychological needs. Common childhood medical conditions such as asthma or giving a child’s or giving a child’s nervousness at starting new school as a psychological reason for choosing a particular school are unlikely to be accepted as exceptional). If you intend to use this criterion when expressing a preference, please contact the School Admissions Team before completing the application form. (Eligibility under this category will be considered by a meeting of Senior LA Officers).
5. **Pupils for whom preferences are expressed on grounds other than those outlined above.**

ADMISSION CRITERIA FOR COMMUNITY SECONDARY SCHOOLS – 2022/23

1. **A ‘Looked-after’ child who was previously looked after but immediately after being looked after became subject to an adoption, residency/child arrangement or special guardianship order** – a child that is looked-after’ by a Local Authority in accordance with Section 22(1) of the Children’s Act 1989 and a child who was looked after, but ceased to be so, because of adoption (or become subject to a child arrangements order, residence order or special guardianship order) and a **‘Looked-after’ child who appears to the Admission Authority to have been in state care outside of England and ceased to be in state care as result of being adopted** – a child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society
2. **Attendance in Key Stage 2 (age 7-10+) at a designated cluster junior or primary school**
3. **A sibling link** - an older brother/sister or older child (including adoptive, foster or step-children) that shares the same parent/carer and lives at the same address, who will still be attending the preferred school at the time of admission.
4. **Exceptional medical or psychological reasons** (you must include a medical or psychological report, prepared by a professional, to confirm information that you include in this section. This report should explain why only this school can meet your child’s medical or psychological needs. Common childhood medical conditions such as asthma or giving a child’s or giving a child’s nervousness at starting new school as a psychological reason for choosing a particular school are unlikely to be accepted as exceptional). If you intend to use this criterion when expressing a preference, please contact the School Admissions Team before completing the application form. (Eligibility under this category will be considered by a meeting of Senior LA Officers).
5. **Pupils for whom preferences are expressed on grounds other than those outlined above.**

