

Gateshead Council Community Secondary Schools

Admission Policy 2010/11

We allocate places at our Community Secondary schools using our policy below and we co-ordinate the admissions to our schools using a co-ordinated admission scheme.

The admission policy is as follows:

- Secondary schools will normally admit pupils between the ages of 11 and 16, or 11 and 19, depending upon the school.
- We will accept pupils up to the school's agreed planned admission number for the year group unless we feel there is lawful grounds not to do so.

Oversubscription Criteria

We will consider applications from parents who have named the school as any ranked preference on their application form this is called the Equal preference system. If there are more applications for the number of places available at the school we will then allocate places by using the following order of priority:

- (1) **Children in Public Care (and as deemed under Section 22 of the Children Act 1989)**
- (2) **Children who live in the school's catchment area.**
- (3) **Children who will have a brother or sister at the secondary school during the coming academic year.**
- (4) **Other children who have exceptional medical and social grounds see point 1 below**
- (5) **All other children.**

Point 1- We can consider individual applications in cases involving exceptional medical or social needs. This kind of application must be supported in writing from relevant registered health professionals i.e. a doctor or social worker. The evidence must demonstrate why the chosen school is the most suitable and what difficulties would be caused if the child were to attend another school. We will not consider such applications if the relevant evidence is not provided. If provided the evidence will be assessed by the LA Admission Panel. No assumption should be made that submission of the relevant evidence will, in itself, be sufficient to allocate a place.

Tie breaker

If within any of the above criteria there are more applicants than places available priority will be given to those children based on the distance they live from the school, measured 'as the crow flies' in a straight line from the centre of the home residence to the school's main entrance. Children living nearest to the school will have priority.

Sibling link

For your child to receive priority because of an older brother or sister in the sixth form at the school, the brother or sister must have been at the school at the start of Year 11.

Address

For the purposes of deciding whether a child lives in the catchment area of a school we will use the parent or guardians address or the address of a relevant adult who has parental responsibility, as defined under the 1989 Childrens Act, for the child.

Waiting list

If places become available we will consider all relevant applications using a waiting list . The waiting list will be maintained by the council from the start of the academic year and be kept for the rest of the academic year. All applicants on the waiting list are placed according to the admission criteria and priorities set out above

Important Dates

From Friday 11 September 2009 Gateshead Residents can apply on-line at www.Gateshead.gov.uk Applications must be submitted by Friday **23 October 2009**.

If your child lives in Gateshead and attends a Gateshead School and is due to transfer to secondary school you will receive information through your child's school on 11 September 2009. If you complete a paper application form you must return it to the Head Teacher of the school your child currently attends in Gateshead by Friday **23 October 2009**.

If your child does not attend a Gateshead school but lives in Gateshead, you must write to School Admissions, Regent Street, Gateshead, Tyne & Wear, NE8 1HH to request an application form. Alternatively you can apply on-line. Applications must be submitted by Friday **23 October 2009**

If you live outside of Gateshead and want to apply to a Gateshead school you must obtain an application form from your own Council and return it to them by their closing date. We will honour the closing date of our neighbouring Councils. However you must still write to us at the address above and request an "Admission to Secondary school" booklet so that you know what the admission arrangements are to Gateshead schools. This information is also available on our website at www.gateshead.gov.uk. Your own Council will send us notification of your application and they will let you know the final allocation of a school place for your child.

General Information and definitions

For definitions of the terms used in this policy please refer to our "Admission to Secondary school" booklet for 2010 a copy of which should be included with this policy. Alternatively it is available from School Admissions, Civic Centre, Regent Street Gateshead NE8 1HH and on Gateshead Council website at www.gateshead.gov.uk The co-ordinated admission scheme and Catchment areas referred to in this policy can also be viewed at the address and website given above.