



Admissions Policy

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 2019/20 |
|---|------------------------------|
| Coatham Church of England Primary School | 30 |
| Wheatlands Primary School | 60 |
| Green Gates Primary School | 30 |
| Ings Farm Primary School | 60 |
| JE Batty Primary School | 30 |
| Lakes Primary School | 45 |
| New Marske Primary School | 37 |
| Galley Hill Primary School | 39 |
| St Peter's Church of England Primary School | 45 |
| Westgarth Primary School | 45 |

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

Oversubscription Criteria 2020-2021

| Criteria (In Priority Order) | Explanatory Notes |
|---|---|
| i.) Children looked after in local authority care | Children who are looked after or who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. 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). |

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| <p>ii.) Children who are permanently resident in the admission zone defined for the school.</p> | <p>For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account.</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> |
| <p>iii.) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2020-21 school year</p> | <p>Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2019-2020 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> |
| <p>iv.) Children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by the authority's professional advisors</p> | <p>Social reasons generally do not include domestic circumstances such as parents' working commitments, child care arrangements or separation from friends.</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>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.</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 and the final decision will be made by the academy.</p> |
| <p>v.) Children living closest to the school</p> | <p>The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.</p> |

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 2020. 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, 1st April to 31st 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) 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.

Co-ordinated Admission Arrangements and Timetable 2020-2021

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

The LA plans to roll forward last year's co-ordinated scheme for 2020/21 apart from date changes for the timetables. A copy of the scheme must be forwarded to the LA by 15th March 2019. Copies can be obtained from the Admissions Section on request. The draft scheme can also be viewed on the Redcar and Cleveland web-site at www.redcar-cleveland.gov.uk.

Timetable for Admission Arrangements for Primary Schools 2020-2021

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| W/C 11 November 2019 18 November 2019 | <ul style="list-style-type: none"> • Send out application information. • Online application website opens. |
| 15 January 2020 | Closing date for receipt of online and paper applications |
| W/C 27 January 2020 | LA to provide indicative admission numbers to schools |
| By 4 February 2020 | <ul style="list-style-type: none"> • VA schools, foundation schools and academies to advise the LA of pupils who could be offered places • LA draws up lists of pupils who could be offered places in community and voluntary controlled schools |
| By 22 March 2020 | The LA will have compared all lists and allocated places in accordance with the highest expressed preference where possible |
| 16 April 2020 | <ul style="list-style-type: none"> • The LA to send letters to all parents informing them of their allocated schools • LA to inform schools of allocated pupils. |
| June/July 2020 | Appeals to be heard by Independent Panels |
| <ul style="list-style-type: none"> • End of Autumn Term 2020 | <ul style="list-style-type: none"> • Admission round ends • Waiting lists close |