**ADMISSION POLICY FOR FIRST AND PRIMARY LEARNING TRUST SCHOOLS**

**INCLUDING GRASMERE ACADEMY**

**FOR SEPTEMBER 2025**

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| **SCHOOL** | **PAN** |  |
| Amberley Community Primary School  East Bailey  Killingworth NE12 6SQ | 60 | School has a nursery class |
| Appletree Gardens First School  Appletree Gardens  Whitley Bay, NE25 8XS | 60 | School has a nursery class |
| Balliol Primary School  Chesters Avenue  Longbenton NE12 8QP | 30 | School has a nursery class |
| Battle Hill Community Primary School  Berwick Drive  Battle Hill, NE28 9DH | 60 | School has a nursery class |
| Benton Dene Primary School  Hailsham Avenue  Longbenton, NE12 8FD | 60 | School has a nursery class |
| Burradon Community Primary School  Burradon Road  Cramlington NE23 7NG | 27 | School has a nursery class |
| Carville Primary School  The Avenue  Wallsend, NE28 6AX | 30 | School has a nursery class |
| Denbigh Community Primary School  Denbigh Avenue  Wallsend, NE28 0DS | 60 | School has a nursery class |
| Fordley Primary  Dudley Drive  Cramlington NE23 7AL | 60 | School has a nursery class |
| Forest Hall Primary School  Delaval Road  Forest Hall, NE12 9BA | 30 | School has a nursery class |
| Grasmere Academy (Part of NTLT)  Grasmere Court  Killingworth NE12 6TS | 30 | School has a nursery class |
| Greenfields Community Primary School  Taylor Avenue  Wideopen, NE13 6NB | 30 | School has a nursery class |
| Hadrian Park Primary School  Addington Drive  Wallsend, NE28 9RT | 60 | School has a nursery class |
| Hazlewood Community Primary School  Canterbury Way  Wideopen, NE13 6JJ | 44 | School has a nursery class |
| Ivy Road Primary  Forest Hall Newcastle NE12 9AP | 30 | School has a nursery class |
| King Edward Primary  Preston Avenue  North Shields NE30 2BD | 60 | School has a nursery class |
| Monkhouse Primary School  Wallington Avenue  North Shields, NE30 3SH | 30 | School has a nursery class |
| Preston Grange Primary  Chiltern Road  North Shields NE29 9QL | 30 | School has a nursery class |
| Redesdale Community Primary School  Wiltshire Drive  Wallsend NE28 8TS | 45 | School has a nursery class |
| Richardson Dees Primary  High Street East  Wallsend NE28 7RT | 30 | School has a nursery class |
| Rockcliffe First School  Grafton Road  Whitley Bay, NE26 2NR | 45 | School has a nursery class |
| Stephenson Memorial Community Primary School  Martin Road  Wallsend NE28 0AG | 60 | School has a nursery class |
| Wallsend Jubilee Community Primary School  Mullen Road  Wallsend, NE28 9HA | 60 | School has a nursery class |
| Western Community Primary School  Rutland Road  Wallsend, NE28 8QL | 60 | School has a nursery class |
| Westmoor Primary School  Southgate  Killingworth, NE12 6SA | 45 | School has a nursery class |
| Whitehouse Primary  Whitehouse Lane  North Shields NE29 7PE | 30 | School has a nursery class |

In each school the Governing Body is the Admissions Authority and is responsible for determining the school’s admissions policy.

The planned Admission Number (PAN) for each school is given in the table shown.

Where the school receives more applications than places available the following admission criteria are used to decide on admission to Learning Trust Schools.

All Learning Trust Schools operate an equal preference system for processing parental preferences.

In accordance with the Education Act 1996, those children with an Education Health and Care Plan (EHCP) are required to be admitted to the school named in the plan. Thereafter the following oversubscription criteria will apply.

**Oversubscription Criteria**

1. Looked after children in the care of a local authority or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements (formerly residence) or special guardianship order, ***including those 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.*** ***See Note 1 below.***
2. Pupils who live within the catchment area of the school (pupils in this category with a sibling link (an older brother or sister) who will be attending the school in September 2025 will be given priority).
3. Sibling link (an older brother or sister) to include adoptive siblings, half siblings, step siblings and long term fostered children residing at the same address and who will be attending the school in September 2025.
4. Shortest distance measured as a straight line from a single fixed central point of the home address (including flats) to the central point of the school using the Local Land and Property Gazetteer and the Council’s Geographical Information System (GIS) system.

***N.B The above distance measurement will also be used as a ‘tiebreaker’ within each criterion, if necessary. In the case of flats if there is more than one home address with the same measurement the flat with the lowest number will be offered the place. In all other cases of the same measurement, random allocation will be used.***

***NOTE 1***

Alooked after child is a child who is in the care of a local authority in accordance with section 22 of the Children Act 1989 at the time the application for admission to school is made and whom the local authority has confirmed will still be looked after at the date of admission. 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.

An **adoption order** is an order made under section 46 of the Adoption and Children Act 2002

A **child arrangements order** (formerly residence) is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989

A **special guardianship order** is an order appointing one or more individuals to be a child’s special guardian or guardians

**Closing Date**

In determining admissions, priority will be given to those applications where the parental application is received by the published deadline date **13 January 2025.**

**Late Applications**

If you return your application after the closing date your application will be classed as Late unless exceptional circumstances exist. The Governing Body will consider your reasons, provided they are received before 31 January 2025 and if they are exceptional, consider your application along with those received on time. Examples of what may be considered as exceptional circumstances are a family who have just moved into the area (proof of ownership or tenancy agreement will be required). If your reasons are not exceptional then your application will not be processed until after **16 April 2025**.You should be aware that this will reduce your chance at gaining a place at the school you want.

**Offer Date**

**16 April 2025** parents will be notified of the outcome to their application. If you applied online and requested an email response, then you will be sent an email on this day. If you completed a paper application a letter will be sent out by 2nd class post on this day.

**Equal Preference System**

The Governing Body of each school operates an equal preference system for processing applications. This means at the first stage there will be no distinction between first, second or third preference applications. Therefore, all applications will be considered equally against the admission criteria. If a pupil qualifies for a place at more than one school the parent’s highest ranked preference will be offered and any lower ranking offers will be disregarded.

**Parental Responsibility**

When considering your application, the Local Authority will use the parental home residence of the Parent/Carer who receives or would have received the child benefit for the child/ren.

**Waiting lists**

If you have been refused your preferred school(s), you will have the opportunity to place your child’s name on a waiting list(s). You may wish to place your child’s name on a waiting list for more than one school. Children are placed on the waiting list according to the oversubscription criteria regardless of when their application was received. Within each criterion their place is ordered by shortest distance to the school measured in a straight line, from a single fixed central point of the home address (including flats) to the central point of the school using the Local Land and Property Gazetteer and the Council’s Geographical Information System (GIS), with those living closer to the school receiving higher priority.

If pupil numbers fall below the published admission number the place will be offered to the child at the top of the waiting list. This means a child who is on the waiting list will move down the list if another late application is received that falls within a higher priority under the oversubscription criteria.

Waiting lists for schools will be held for one term in the academic year i.e., 31 December 2025; no list will be held by any individual school or the Local Authority after this date.

**Catchment Areas**

All Learning Trust Schools have a defined geographic area called a catchment area. To find out which catchment area you live in log onto [www.northtyneside.gov.uk](http://www.northtyneside.gov.uk) or contact the Access Team on telephone number 0191 643 8724

**Sibling Link**

If your child has an older brother or sister residing at the same address (including adoptive siblings, half siblings, step siblings, long term fostered children) attending your preferred school in September 2025, the governing body will consider this as a sibling link. However, no guarantee is given that siblings can transfer to the same school where the school is oversubscribed.

**Admission of children below compulsory school age and deferred entry to school**

The School Admissions Code requires school admission authorities to provide for the admission of all children in the September following their fourth birthday. However, a child is not required to start school until they have reached compulsory school age following their fifth birthday. For summer born children this is almost a full school year after the point at which they could first be admitted.

Some parents may feel that their child is not ready to start school in the September following their fourth birthday. Parents can request that their child attends part- time until he/she reaches compulsory school age, or that the date their child is admitted to school is deferred until later in the same academic year. The child must, however, start school full time in the term after its fifth birthday.

Parents can request that the date their child is admitted to school is deferred until later in the academic year or until the term in which the child reaches compulsory school age

Further information/advice on the admission of summer born children is available on the school’s website and North Tyneside Council’s website at **www.northtyneside.gov.uk**

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