



**Scartho**  
Gateway  
Academy

## **ADMISSIONS POLICY**

### **ARRANGEMENTS FOR THE ADMISSION OF PUPILS TO SCARTH GATEWAY ACADEMY**

**2027 - 2028**

**Consultation Date: December 2023**  
**Determination Date: February 2025**  
**Next Consultation Date: November 2030**

**Policy Version Date: November 2025**



**Lincolnshire Gateway**  
Academies Trust

## **(1) REQUIREMENTS FOR THE ADMISSION OF PUPILS TO SCARTHOGATEWAY ACADEMY**

### **General**

This annex may be amended in writing at any time by agreement between the Secretary of State and the Company.

## **(2) ARRANGEMENTS FOR THE ADMISSIONS OF PUPILS TO SCARTHOGATEWAY ACADEMY**

The published admission number (PAN) for 2026 - 2027 is: Reception – 30

As a constituent academy within the Multi Academy Trust, Scartho Gateway insists on the highest standards of behaviour and diligence. Governors expect full compliance with the dress code.

Scartho Gateway, as a non-selective and inclusive Academy, welcomes children regardless of their aptitude or ability. The Board of the Multi Academy Trust is the Admissions Authority with the Local Governing Body responsible for the administration of the admission arrangements. The Board remains responsible for any appeals.

If the number of applications for places at the Academy is greater than the admission number set for that year group, applications will be considered against the criteria set out below. After the admission of children with Education Health Care Plan (EHCP), where the Academy is recorded in the Plan, we will use the following factors, in priority order, to decide which students will be given places:

- 1 Looked after children and previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.
- 2 Children with brothers or sisters who are already at the Academy
- 3 Children whose main residence is within the catchment area as set by North East Lincolnshire County Council. Addresses are identified in Appendix A.
- 4 Children of staff employed by the Scartho Gateway Academy.
- 5 Proximity to the Academy.

Criterion 5 may be used as a tie-breaker.

### **Tie-breaker**

Distance will be used as a tie-breaker if any of the categories are oversubscribed and there are not sufficient places available. If two or more children are tied for the last place based on proximity to the Academy, a lottery will be drawn by an independent person, not employed by the Academy or working in Children's Service Directorate at the local authority.

## **Definitions of terms used in the admission arrangements**

### **Notes: Children who have Educational Health Care Plan and where the Academy is recorded in the Education Health Care Plan (EHCP)**

These children will have undergone a statutory assessment of their special educational needs. Where an Academy is recorded in the EHCP, the Academy must admit the child.

#### **1 Looked after children**

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) at the time of making an application to a school. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

#### **2 Siblings**

Included in this factor are biological siblings, stepbrothers and sisters, half-brothers and sisters and foster brothers and sisters living at the same address and who will be attending the Academy at the expected time of admission.

#### **Twins and other Siblings from a Multiple Birth**

If twins or multiple birth children are split by operation of the oversubscription criteria, the Academy will accommodate all children unless this would make the class too large and prejudice the education of the other children. Multiple birth children are 'excepted pupils' to infant class limits if allocated in this way.

#### **Siblings in the Same Year Group**

If brothers and sisters in the same year group are split by operation of the oversubscription criteria, the Academy will accommodate all children unless this would make the class too large and prejudice the education of the other children or when this would breach infant class size limits.

### **3 Rules for Residence**

By home we mean the address where the child lives for the majority of term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989.

Where a child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at both addresses during term time, they can choose which address to use on the application. If the parents cannot agree on the address to be used, we will use the address where child benefit is paid. If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time.

We have the right to investigate whether you live at the address you say you do and we may withdraw any offer if incorrect information has been given.

### **4 Children of staff at the Academy**

This applies

Where a member of staff (both teaching and support staff) has been employed Scartho Gateway Academy for two or more years at the time the application for admission is made.

Or where a member of staff (both teaching and support staff) is recruited to fill a vacant post for which there is a demonstrable skill shortage.

### **5 Distance**

Distance will be measured by the shortest and safest walking route from the front door of the child's home address (including flats) to the main entrance of the Academy, using the Local Authority's computerised measuring system, with those living closer to the Academy receiving the higher priority.

By home we mean the address where the child lives for the majority of term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989.

Where a child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at both addresses during term time, they can choose which address to use on the application.

If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time.

In the event of more than one child living the exact same safest walking distance then each child will be admitted.

### **Children of UK Service Personnel (UK Armed Forces)**

For families of UK service personnel with a confirmed posting to the area, or crown servants returning to live in the area from overseas, the Governors will:

- Process an application in advance of the family arriving in the area provided it is accompanied by an official letter that declares a relocation date and a Unit postal address, intended address or quartering area address to use when considering the application against the Academy's oversubscription criteria.
- Accept a Unit postal address or quartering area address for admissions purposes for a service child, where the parent requests this.

The Governors will not refuse a service child a place because the family does not have an intended address or does not currently live in the area.

Evidence of an intended address will be required such as tenancy agreement, or mortgage statement. Please contact the Academy for more details.

For late co-ordinated applications and in-year applications supported by the appropriate military documentation we will aim to remove any disadvantage to UK service personnel (UK Armed Forces). The Academy's Governors will consider whether:

- An application from that address would normally succeed in an oversubscribed year
- There is any child on the reserve list with higher priority under the oversubscription criteria
- The prejudice from admitting an extra child would be excessive.

The Governors have discretion to admit above the admission number in these circumstances if they wish, but are not obliged to do so. If a place is refused, you will be informed of your right of appeal.

### **Appeals against a decision not to admit a child to the Academy**

Parents have a legal right to appeal against a decision not to admit a child to the Academy. The Academy will be happy to provide information about this on request.

### **Admission of children outside their normal age group**

In reference to paragraph 2.17 of the School Admissions Code, if a parent requests their child to be admitted outside of their normal age group, the admissions authority will decide on the basis of the circumstances provided.

Parents wishing to make this request should contact the Multi Academy Trust on the procedure to follow.

It is important for parents to note that they will have the opportunity and responsibility to provide whatever evidence they wish to support their request.

Decisions will be made on the basis of the circumstances of each case and in the best interests of the child concerned.

This may include taking account of:

- The parent's views;
- Any available information about the child's academic, social and emotional development;
- Where relevant, their medical history and the views of a medical professional;
- Whether they have previously been educated out of their normal age group;
- Any evidence that the child may naturally have fallen into a lower age group if it were not for being born prematurely
- The views of the Principal.

### **Waiting Lists**

The Academy will operate a waiting list for at least the first term of the academic year of admission. Children's position on a waiting list will be determined solely in accordance with the published oversubscription criteria.

Where places become vacant, they will be allocated to children on the waiting list in the order determined by the oversubscription criteria, irrespective of the time they have been on the waiting list. The waiting list will be reordered in accordance with the oversubscription criteria every time there is a new applicant or someone leaves the waiting list.

### **Fair Access Protocol**

The Government has stated that all Local Authorities must have a Fair Access agreement that allows unplaced children, especially the most vulnerable, to be offered a place at a suitable school as quickly as possible.

### **Fraudulent or Misleading Applications**

As an admission authority for the Academy, the Trust has the right to investigate any concerns it has about an application and to withdraw the offer of a place if it is found there is evidence that parents have made a fraudulent claim or provided misleading information such as a false address.

The Trust reserves the right to check any information provided so that it can apply the oversubscription criteria accurately and fairly.

## **Appendix A**

### Addresses in the catchment area designated by North East Lincolnshire Council

All Numbers	Acer Court , Grimsby
All Numbers	Aldred Gardens , Grimsby
All Numbers	Amberley Close , Grimsby
All Numbers	Antrim Way , Grimsby
All Numbers	Asgard Way , Grimsby
All Numbers	Balder Court , Grimsby
All Numbers	Barley Court , Grimsby
All Numbers	Beckhythe Close , Grimsby
All Numbers	Beech Avenue , Grimsby
All Numbers	Belgrave Road , Grimsby
All Numbers	Berkeley Court , Grimsby
All Numbers	Bloomsbury Gardens , Grimsby
All Numbers	Bowfell Gardens, Grimsby
All Numbers	Bray Close , Grimsby
All Numbers	Brock Close , Grimsby
All Numbers	Buckingham Grove , Grimsby
All Numbers	Builders Yard , Louth Road , Grimsby
All Numbers	Bytham Close , Grimsby
All Numbers	Bytham Walk , Grimsby
All Numbers	Caspian Crescent , Grimsby
All Numbers	Charles Avenue , Grimsby
All Numbers	Chester Grange , Grimsby
All Numbers	Christine Place , Grimsby
All Numbers	Church Lane , Grimsby (Scartho)
All Numbers	College Avenue , Grimsby
All Numbers	College Gardens , Grimsby
All Numbers	Conyers Avenue , Grimsby
All Numbers	Copse, The , Grimsby
All Numbers	Corn Walk , Grimsby
All Numbers	Cragston Avenue , Grimsby
All Numbers	Crake Avenue , Grimsby
All Numbers	Cross Lane , Scartho
All Numbers	Doctors Houses, Diana PofW Hospital , Grimsby(1-6)
All Numbers	Eason Road , Grimsby
All Numbers	East End Close , Grimsby
All Numbers	Edge Avenue , Grimsby
All Numbers	Edinburgh Way , Grimsby
All Numbers	Esther Way , Grimsby
All Numbers	Fallow Lane , Grimsby
All Numbers	Fauconberg Avenue , Grimsby
All Numbers	Fenwick Court , Grimsby
All Numbers	Fenwick Road , Grimsby
All Numbers	Feriby Lane , Grimsby
All Numbers	Finsbury Drive , Grimsby
All Numbers	Florina Place, Grimsby

All Numbers	Ford Close , Grimsby
All Numbers	Forsythia Drive , Grimsby
All Numbers	Freyja Croft , Grimsby
All Numbers	Frusher Avenue , Grimsby
All Numbers	Fulham Park , Grimsby
All Numbers	Gate Lane , Grimsby
All Numbers	Gill Court , Grimsby
All Numbers	Glebe Road , Grimsby
All Numbers	Gordon Gardens , Grimsby
All Numbers	Grantham Avenue , Grimsby
All Numbers	Hampstead Park , Grimsby
All Numbers	Harrow Lane , Grimsby
All Numbers	Hawthorne Avenue , Grimsby
All Numbers	Heimdall Road , Grimsby
All Numbers	Helvellyn Way, Grimsby
All Numbers	Homefield Avenue , Grimsby
All Numbers	Hyde Park Close , Grimsby
All Numbers	Juniper Way , Grimsby
All Numbers	Kensington Place , Grimsby
All Numbers	Lancaster Court , Grimsby
All Numbers	Lancer Court , Grimsby
All Numbers	Laurel Close , Grimsby
All Numbers	Lime Tree Avenue , Grimsby
All Numbers	Lindsey Rise , Grimsby
All Numbers	Lisburn Grove , Grimsby
1-155 (Odd numbers) & 2-172 (Even numbers)	Louth Road , Grimsby
All Numbers	Low Farm , Grimsby
All Numbers	Lyndhurst Avenue , Grimsby
All Numbers	Marylebone Walk , Grimsby
All Numbers	Matthew Telford Park , Grimsby
All Numbers	McCarthy Close , Grimsby
All Numbers	Melbourne Avenue , Grimsby
All Numbers	Millfield Avenue , Grimsby
All Numbers	Newmarch Court , Grimsby
All Numbers	Newmarch Crescent , Grimsby
All Numbers	Odin Court , Grimsby
All Numbers	Orford Mews , Grimsby
All Numbers	Oval, The , Grimsby
All Numbers	Pagehall Close , Grimsby
All Numbers	Pasture Lane , Grimsby
All Numbers	Patchett Close , Grimsby
All Numbers	Paynter Walk , Grimsby
All Numbers	Pelham Avenue , Grimsby
All Numbers	Pelham Place , Grimsby
All Numbers	Pennistone Place , Grimsby
All Numbers	Permain Close , Grimsby
All Numbers	Pinfold Lane , Grimsby
All Numbers	Rinovia Drive , Grimsby
All Numbers	Rookery Avenue , Grimsby

All Numbers	Rosaire Place , Grimsby
All Numbers	Rupert Road , Grimsby
All Numbers	Rye Court , Grimsby
All Numbers	Sandgate Close , Grimsby
All Numbers	Sandgate Walk , Grimsby
All Numbers	Scartho Hospital , Grimsby
74+ (Even numbers) & 79+ (Odd numbers)	Scartho Road , Grimsby
All Numbers	Shaw Drive , Grimsby
All Numbers	Sheldon Road , Grimsby
All Numbers	Sophia Avenue , Grimsby
All Numbers	Spall Close , Grimsby
All Numbers	Spurn Avenue , Grimsby
All Numbers	St. Giles Avenue , Grimsby
All Numbers	St. Helens Avenue , Grimsby
All Numbers	Stockham Court , Grimsby
All Numbers	Sunny Corner , Grimsby
All Numbers	Sycamore Avenue , Grimsby
All Numbers	Thornbury Drive , Grimsby
All Numbers	Thornbury Walk , Grimsby
All Numbers	Tillering Lane , Grimsby
All Numbers	Ulster Avenue , Grimsby
All Numbers	Utgard Way , Grimsby
All Numbers	Vincent Road , Grimsby
All Numbers	Walker Avenue , Grimsby
All Numbers	Wallis Court , Grimsby
All Numbers	Walsh Gardens , Grimsby
1-121 (Odd numbers)	Waltham Road , Grimsby
All Numbers	Waterloo Drive , Grimsby
All Numbers	Westfield Avenue , Grimsby
All Numbers	Westkirke Avenue , Grimsby
All Numbers	Woodrow Park , Grimsby
All Numbers	Wren Crescent , Grimsby