

Applying for a Primary School 2027-2028

A Guide for Parents

General information about secondary schools, including details of all school admission and transfer arrangements. For the Academic Year: -

1st September 2027 to 31st August 2028

For information regarding the
school admissions process
please contact:

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Disclaimer

The details in this booklet, which relate to the school year 2027-2028 were valid as of 31st August 2026. However, it should be noted that changes may be made to any of these details after that date which may affect the school year 2027-2028. The electronic copy of this booklet is available on North East Lincolnshire Council's website and will be updated with any changes throughout the year.

This guide can also be provided in large print, audio and in alternative languages upon request.

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Introductory letter



Dear Parent/Carer

Starting school is an important and exciting step in the life of any child, whether starting Reception year at a primary school for the first time or moving up from an infant to a junior school. Schools are a very important part of the community. Head teachers, principals, staff and governors want to work with parents/carers to make sure that every child achieves their full potential. This partnership is very important for you and your child. With your help, encouragement and support, we hope that your child's experience at school in North East Lincolnshire will be happy and successful.

We have written this booklet to help you. We hope that it will provide a clear explanation of the procedures to be followed. It shows how parents/carers can be involved by helping you to make an application so that your child enjoys a timely and successful admission to a new school in the academic year 2027 - 2028.

In order to make applying for a school place as simple and secure as possible we have an online application facility, which can be accessed on our website at www.nelincs.gov.uk using the 'Apply for It' link.

If you would welcome any further impartial advice or information, please contact the School Admissions Team at schooladmissions@nelincs.gov.uk or call (01472) 326291.

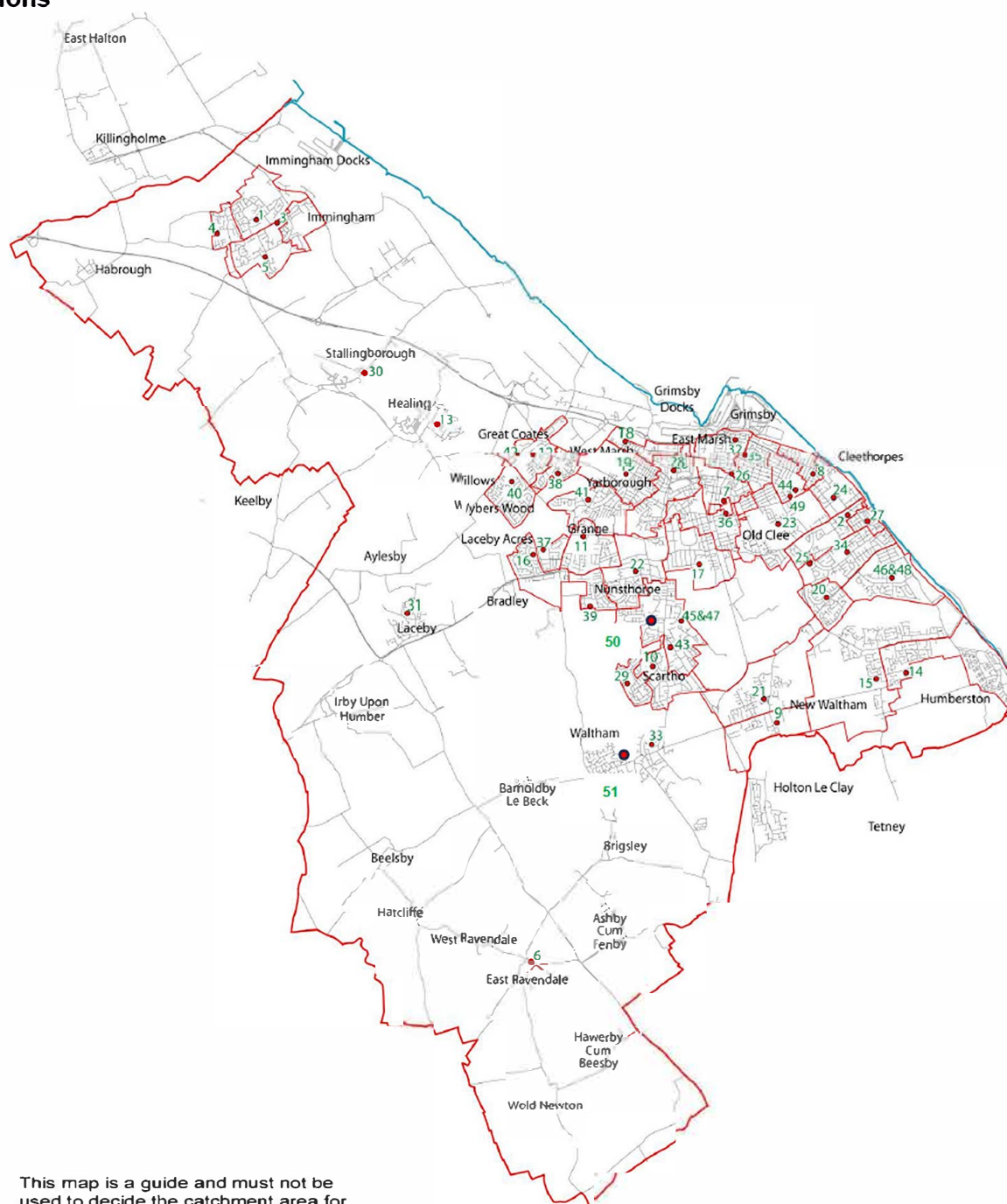
Applying On-line

Starting school for the first time & Transfer of pupils from infants to junior school - Apply for a school place online at: www.nelincs.gov.uk using the 'Apply for It' link.

There are benefits of applying online:

- ✓ It is quick, safe, and secure.
- ✓ There are clear, simple prompts guiding you through the process.
- ✓ You can check or change your application at any time up to the closing date.
- ✓ It is available 24 hours a day 7 days a week.
- ✓ You will receive an email advising that your request has been received.
- ✓ You will be advised of the school you have been allocated by email which may be quicker than by post.

**PART ONE –
LOCATION OF SCHOOLS**
North East Lincolnshire Council Maintained Nursery, Primary, Infant and Junior School Locations



This map is a guide and must not be used to decide the catchment area for any specific address. For further details contact the School Admissions Team on (01472) 326291

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Key to Nursery, Primary, Infant and Junior School Locations

North East Lincolnshire's Primary Schools		North East Lincolnshire's Nursery Schools	
1	Pilgrim Academy	42	Great Coates Village Nursery School
2	Bursar Primary Academy	43	Scartho Nursery School
3	The Canon Peter Hall CE Primary School		
4	Coomb Briggs Primary School		
5	Eastfield Primary Academy		
6	East Ravendale CE Primary School Academy		
7	Edward Heneage Primary Academy	North East Lincolnshire's Infant Schools	
8	Elliston Primary Academy		
9	Enfield Academy of New Waltham	44	Queen Mary Avenue Infant and Nursery School
10	Fairfield Academy	45	Scartho Infants' School and Nursery
11	Grange Primary School	46	Signhills Infants Academy
12	Great Coates Primary School		
13	Healing Primary Academy		
14	Humberston CE Primary School		
15	Humberston Cloverfields Academy		
16	Laceby Acres Primary Academy		
17	Lisle Marsden CE Primary Academy	North East Lincolnshire's Junior Schools	
18	Littlecoates Primary Academy		
19	Macauley Primary Academy	47	Scartho Junior Academy
20	Middlethorpe Primary Academy	48	Signhills Academy
21	New Waltham Academy	49	William Barcroft Junior School
22	Oasis Academy Nunthorpe		
23	Old Clee Primary Academy		
24	Reynolds Primary Academy		
25	School closed August 2026	Note:- Two new schools opened in September 2026 – Scartho Gateway Academy will be situated on Scartho Top; and Waltham Gateway Academy in the village of Waltham.	
26	Saint Mary's Catholic Primary Voluntary Academy		
27	St Peter's Church of England Primary School		
28	Ormiston South Parade Academy		
29	Springfield Primary Academy		
30	Stallingborough CE Primary School	50	Scartho Gateway Academy
31	Laceby Stanford Primary Academy	51	Waltham Gateway Academy
32	Strand Primary Academy		
33	Waltham Leas Primary Academy		
34	Thrunsoe and Nursery Primary Academy		
35	Weelsby Academy		
36	Welholme Academy		
37	Western Primary School		
38	Willows Academy		
39	Woodlands Academy		
40	Wybers Wood Academy		
41	Yarborough Academy		

Note: Most schools serve a specific area and give priority for places to children in that 'catchment area'. If you are in doubt about which is your catchment area primary, infant or junior school please view the Schools catchment list at www.nelincs.gov.uk.

For further queries please contact the School Admissions team by email schooladmissions@nelincs.gov.uk or call (01472) 326291.

You will find a schedule of maintained nursery, primary, infant and junior schools/academies in North East Lincolnshire in Appendix 3.

Types of Schools in North East Lincolnshire

Phases of education are named differently according to the student age range.

Nursery Education/Provision

Nursery provision covers the age range 2 to 4 years.

Primary Education

Primary education covers the age range 4 to 11 years, and includes the following types of school:

- Primary Schools - which take 4- to 11-year-olds (Reception to Year 6)
- Infant Schools - which take 4- to 7-year-olds (Reception to Year 2)
- Junior Schools - which take 7- to 11-year-olds (Year 3 to Year 6)

There are six types of mainstream schools in England and Wales. All six types have a lot in common: they are self-managing and do not charge fees. They work in partnership with other schools and local authorities and all, except academies, receive funding from the local authority.

Each type of school also has its own characteristics:

1. **Community schools** - The local authority employs the school's staff on behalf of the governing body, owns the school's land and buildings and is the admissions authority. The local authority has primary responsibility for deciding the arrangements for admitting pupils to the schools.
2. **Voluntary controlled schools** - The school's land and / or buildings will normally be owned by a charitable foundation. The local authority employs the staff on behalf of the governing body and has primary responsibility for deciding the arrangements for admitting pupils to the schools.
3. **Voluntary aided schools** - The school's land and / or buildings will normally be owned by a charitable foundation. The governing body will contribute towards the capital costs of running the school. The governing body is the employer and has primary responsibility for deciding the arrangements for admitting pupils to the school.
4. **Trust schools** - are state funded foundation schools supported by a charitable trust. They are made up of the school and partners working together for the benefit of the school. Trust schools can manage their own assets, employ their own staff, and set their own admission arrangements.
5. **Foundation schools** - The school's land and buildings are either owned by the governing body, or by a charitable foundation. The governing body is the employer and has primary responsibility for deciding arrangements for admitting pupils.
6. **Academies** - are all-ability schools established by sponsors from business, faith or voluntary groups working in partnership with central government and local education partners. The Department for Education (DfE)/Education and Skills Funding Agency (ESFA) meet the capital and running costs for academies in full. Academies are responsible for employing their own staff and set their own admission arrangements.

Schools maintained by other local authorities

We have no formal arrangements for pupils to go to state primary schools outside of North East Lincolnshire except pupils from Habrough who fall under the catchment for Killingholme Primary School in North Lincolnshire.

If you live in North East Lincolnshire but would like your child to go to a school in another county, you should apply via North East Lincolnshire (as your home local authority) by completing a North East Lincolnshire Common Application Form (CAF). We will pass it onto the other county local authority for their consideration. As we have no formal transport arrangements in place, you should consider the potential implications for your child getting to/from school in another county (see Home to School Transport Policy). You should also refer to any policies that the other local authority which maintains the school in question may have.

Independent (non-maintained) schools

We do not have any arrangements in place for pupils to go to independent schools either in North East Lincolnshire or in any other county area.

Special school

We do not detail information about special schools or special educational provision in this booklet. For children with an education health and care Plan (EHCP) you can obtain specific information from the Special Educational Needs and Review Team (SENART), Telephone (01472) 326291 or email: sen@nelincs.gov.uk (See General Information).

PART TWO – PRIMARY ADMISSIONS

1 Admission to Primary, Infant and Junior Schools

First admission to school

Children reach compulsory school age at the beginning of the term after their fifth birthday. However, all schools admit children earlier than this.

If your child was born between 1 September 2022 and 31 August 2023 the application period for you to apply for their school place opens on 6 November 2026 and closes on 15 January 2027. This is the deadline for on-time applications to be processed in the first round of the allocation of school places. Early years providers, nurseries, primary and infant schools will also have information on how to apply, and reminders will also be updated on the Families First Information Service social media page: www.facebook.com/FamiliesFirstNEL

You will be able to [Apply Online via the North East Lincolnshire Parent Portal](#), or by completing a Common Application Form (CAF).

Full information on how to apply will be provided on our website www.nelincs.gov.uk and may also be available from your early years' provider.

It is very important to note that attending a school nursery or a pre-school setting on a school site, does not guarantee you a place in that school – you still need to make an application!

For children below compulsory school age you can choose for your child to start school on a part-time or full-time basis until they reach compulsory school age.

You can also choose a place at a nursery or other early learning setting if you would prefer this. However, please note that:

- If your child is admitted to the nursery provision you must apply for a place at the school if you would like them to transfer to their reception class,
- Attendance at the nursery or co-located children's centre does not guarantee admission to the associated school,
- You can request that your child attend part-time until they reach compulsory school age,
- You can request that the date your child is admitted to the school is deferred until later in the school year or until they reach compulsory school age in that school year.

Deferred or Delayed entry to school

Parents/carers may wish to defer the entry of their child into the Reception year of their allocated school until they reach compulsory school age (the start of the term after their fifth birthday). The school must save their allocated place if the parent/carer wishes to defer entry. However, the school only has to save the place for the rest of the academic year. This means that:

The parents/carers of a child born between 1 September 2022 and 31 December 2022 may defer admission until January 2028. The parents/carers of a child born between 1 January 2023 and 31 March 2023 can defer admission until Easter 2028. The parents/carers of a child born between 1 April 2023 and 31 August 2023 may also defer admission until Easter 2028 however, if they choose to defer admission later than this (until the start of the next school year in September 2028), the child may lose their offer of a place as this would put their admission into a new academic year.

Parents of 'Summer Born Children' (i.e. those born between 1 April 2023 and 31 August 2023) who wish to apply for their children to start Reception in September 2028 may **delay** their entry into school but will have to apply in the following year. If you would like to defer or delay your child's entry to school until they reach compulsory school age you should contact the School Admissions team for further advice.

If your child is currently attending a nursery they will only be entitled to 15 hours / 30 hours of 'flexible free entitlement' funding if they continue attending the nursery in the school year that they are due to start in Reception.

You should apply as shown in the timetable for school admissions set out on Page 10.

Transferring from infant to junior school

If your child is going to an infant school in North East Lincolnshire, information explaining the local admission arrangements will be provided to you when they are approaching the age to transfer to junior school.

Pupils not living in North East Lincolnshire

If you live outside North East Lincolnshire and you would like your child to go to a primary school in our area, you should apply via your own local authority and name the requested school.

How places are allocated

Parents/carers express their school preferences, ranked in order, on their Online Application / Common Application Form (CAF). This would include any North East Lincolnshire school(s) or any preferred school(s) in another local authority area.

- If you have named a voluntary aided primary school as a preference on your Online Application/Common Application Form (CAF) details of your preference will be sent to them for consideration.
- If you have named a school that is in a neighboring authority the preference information will be sent to them for consideration.
- We will apply our admissions policy for all community/voluntary controlled schools within North East Lincolnshire. The governors will do the same for voluntary aided schools, and our neighboring authorities will do the same for their schools.
- Governors of the voluntary aided schools within North East Lincolnshire and our neighboring authorities will notify us of the children to whom they can offer places.
- When we receive your application, we will process all the preferences that you make. We will consider your child for a place at every school for which you have applied. For any schools you name where there are more applications than places available, we use the rules (for example catchment, brother or sister at same school and so on) to decide who can have places. (In the case of voluntary controlled, voluntary aided schools you can see the rules which apply in [Appendix 5](#)).
- Decisions on who can have places are made without considering the order of preference; each preference is treated as an 'equal preference'.
- If a place can be provided at all the schools for which you have expressed a preference, we will allocate you a place at the school you ranked highest in your preference order. We will then remove your child from the list of those allocated places at the schools which rank lower in your order of preference, therefore releasing those available places for other children.
- Following the timetables at Part F below, we will notify all parents/carers of an offer of one place at one school. If that place is at a school in a neighboring authority, that offer will be made on behalf of the relevant admission authority.

Where there are more applications than available places, we will apply our admissions criteria (as described in [Section 3](#)) and the governing body of voluntary aided schools or the admission authorities in our neighboring authorities will do the same. Please see [Appendix 5](#) which details the admissions criteria for each voluntary aided school. Details of our neighbouring local authorities' schools' admission criteria can be obtained by contacting the relevant authority (see [Appendix 7](#) for details).

It is essential that you make your Online Application or complete and return a Common Application Form (CAF) by the closing date. Failure to do so may mean that your child will not be considered for a place at your preferred school and the local authority will have to allocate a place at the next nearest school with places. Please note that this may not be your catchment school.

Timetable for school admissions (2027-2028)

Parents/carers of children who are due to start school for the first time during the academic year 2027-2028 should [Apply Online via the North East Lincolnshire Parent Portal](#) for a school place by the 15 January 2027. Alternatively, Common Application Forms (CAFs) may be obtained from schools, nurseries, early years' providers or requested directly from the School Admissions team.

Only one form should be completed for the child and all those with parental responsibility must be consulted and agree with the requested schools.

Parents/carers of children due to transfer between schools (infant to junior school transfers) will be sent correspondence detailing important dates, including those by which preferences must be expressed and the date of allocation.

Important dates

Date by which schools/academies/nurseries/early years providers issue information to parents/carers applying for admission to schools (and published online at www.nelincs.gov.uk)	6 November 2026
Date by which applications must be submitted online / Common Application Forms must be returned to the local authority	15 January 2027
Date by which allocation notifications sent to parents/carers	16 April 2027
Last date by which offers to be accepted by parents/carers. If you do not respond it will be assumed, you have accepted the place.	30 April 2027
School Admission Appeals are heard	June and July 2027
Start of new school year	1 September 2027

Late applications

Applications must be submitted by 15 January 2027. Where a parent/carer submits a late application, and the lateness has been unavoidable in the opinion of the admissions authority, (e.g., a move into the area), we will be willing to consider such applications up to 30 January 2027. Applications received after the 30 January 2027, or without good reason for not meeting the deadline, will be dealt with in accordance with the following procedure:

Those who have submitted an Online Application/Common Application Form (CAF) by the closing date will be allocated places first. If places are still available at the preferred school, late applications will be offered a place. However, if all places have been taken the application will be refused and the parent/carer will be offered the right to appeal.

Co-ordinated admission arrangements

Every local authority has a Primary Co-ordinated Admissions Scheme covering every maintained school but not special schools in its area. The Primary Co-ordinated Admission Scheme only covers schools/academies within North East Lincolnshire.

A Co-ordinated scheme for Primary, Infant and Junior Schools / Academies

The coordinated scheme for North East Lincolnshire Primary, Infant and Junior Schools will follow the process outlined below:

1. You must complete an Application [Apply Online via the North East Lincolnshire Parent Portal](#) or a Common Application Form (CAF). See [Appendix 1](#).
2. You can name up to three schools on the Online Application/Common Application Form (CAF).
3. Schools named on the Online Application/Common Application Form (CAF) should be ranked in order of preference.
4. On receipt of the submitted Online Application/Common Application Form (CAF) we (as the home local authority) will then determine whether your child is eligible for admission. If the

governing body or a neighbouring authority are responsible for admission, they will determine who is eligible and inform us.

5. You will receive a single offer of a school place.
6. Where an offer of a place at the named school can be met, you will be offered a place. If you can be offered a place at all the schools, you named on your application form then you will be sent an offer in respect of the one you ranked higher on the form. You will receive only one offer of a place.
7. All offers of a school place will be made by us. This includes those determined by an academy governing body or a neighbouring authority where they are responsible for allocating places.
8. All offers of a school place shall be sent to all parents/carers on the same day 16th April 2027.
9. Where we cannot offer a place at any of the schools named on the Online Application/Common Application Form (CAF) you will be offered a place at the next nearest appropriate school with places available.
10. You will be given your statutory right to appeal against any decision the authority makes and information about how to appeal against any decision made by a governing body.

Children attending an infant school in North East Lincolnshire and who are due to transfer to a junior school in September 2027 will be given relevant information by their current infant school in November 2026. This will include information on how to [Apply Online via the North East Lincolnshire Parent Portal](#) in which you must express your preference for a junior school. Alternately you may request a Common Application Form (CAF) for you to make your application.

North East Lincolnshire Local Authority Admission Policy 2027-2028

All schools have a Published Admission Number (PAN) for the entry year. If the number of applications for places at a particular school is higher than the Published Admission Number (PAN) set for the school, applications will be considered against the criteria set out below.

After the admission of children with an education, health, and care plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which children will be given places.

(In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.)

1. Looked after children (children in public care) or a child who was previously looked after.
2. Living in the catchment area.
3. Having brothers or sisters who are already at the school when your child is due to start there.
4. The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. If you would like more information or have any specific queries in relation to this, you can contact the Schools Admissions Team.

Criteria 4 is also used as a tiebreaker. Whenever two children have the same priority based on criteria 2 or 3, for example, then the child who lives closest to the school will be given the higher priority.

Notes

Children who have an education, health, and care plan (EHCP) where the school is recorded in the plan - These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan, the school must admit the child.

Looked after children - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).

Rules for residence (catchment) - On 31 December of the year before your child is due to go to primary/secondary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do, and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

Rules for siblings - Included in this factor are brothers or sisters, half-brothers, or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school / academy at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not.

(please also see [Appendix 5](#) - Admissions Policies for Primary Academies and Voluntary Controlled Schools who follow their own policies)

Voluntary controlled schools

In a voluntary controlled church school, religious factors can give some priority for places. If you are interested in applying for a voluntary controlled school, you should read [Appendix 5](#) - Admission policies for Primary Academies and Voluntary Controlled schools who follow their own policies.

Voluntary aided schools

If you are interested in applying for a place in a voluntary aided school, you should read [Appendix 5](#) - Admission policies for Primary Academies and Voluntary Controlled schools who follow their own policies.

Academies

If you are interested in applying for a place in an academy you should read [Appendix 5](#) - Admission policies for Primary Academies and Voluntary Controlled schools who follow their own policies.

Admission of children outside their normal age group

Paragraph 2.18 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday.

Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary School Admissions Coordinated Schemes i.e. for entry into Year Reception or Year 3 for junior schools. All requests will be considered considering the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school, decision of the relevant admission authority and the best interests of the child.

If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school which may not be successful.

It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

Waiting lists

If a child is refused admission to a school, the child's name will be placed on the school's waiting list. There is a waiting list for each primary school based on the published admission criteria and all children who have been refused a place are kept on that list, in order of the criteria, until at least 31st December 2027. For further information please contact the School Admissions team at schooladmissions@nelincs.gov.uk or on 01472 326291.

Private and voluntary providers of early years education

All three- and four-year-olds, and some two-year-olds, in North East Lincolnshire are entitled to a free part-time early education place. Early education is provided by settings that are registered with North East Lincolnshire Council and Ofsted. You will find a list of private and voluntary providers of early years' education in North East Lincolnshire at [Appendix 4](#) You may also wish to contact the Families First Information Service helpline on 01472 326292 or email: fis@nelincs.gov.uk

PART THREE – IN YEAR ADMISSIONS

In year admission arrangements

In year admissions are any admissions that are outside the 'normal' point of entry, i.e. not starting school for the first time or transferring from infant to juniors. Parents/carers can request admission to any school at any time. You can contact the School Admissions Team on (01472) 326291 for advice on places available in North East Lincolnshire schools and to request an 'In year Common Application Form' (ICAF). Alternatively, you can [Apply Online via the North East Lincolnshire Parent Portal](#) or you can also download the In Year Common Application Form (ICAF) from the local authority's website at: www.nelincs.gov.uk.

Some academies in North East Lincolnshire administer their own in year admissions and parents/carers can contact the academy directly and request an In Year Common Application Form (ICAF). The School Admissions team will be able to advise you if you need to contact the academy directly.

If you are resident in North East Lincolnshire and wish to apply for a school in a neighbouring local authority, you will need to contact that local authority's School Admissions Team for advice on which schools have places. North East Lincolnshire School Admissions Team will be able to advise you on who you need to contact.

If you have not moved to a new house and would like your child to change school, you should first discuss the matter with your child's current school to seek its advice and help with any concerns you may have. If, after discussion you still feel that you would like your child to change school, you should contact the School Admissions Team for advice on the process and how to apply.

The policy in deciding in year admissions will be in line with the duty to follow your preference, as long as there are places available and/or this does not affect the efficiency of education or use of resources at the school. You are advised to read the admissions policy for the school to which you are applying.

If the admission authority of the school for which you apply is not able to offer a place, they will either advise you in writing or ask the local authority to notify you on their behalf. The decision letter will provide the reasons for the decision and advise of your right of appeal against the decision.

Fair Access Protocol

North East Lincolnshire Local Authority has a Fair Access Protocol. The Fair Access Protocol ensures that unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children above the published admission number to schools that are already full. A copy of North East Lincolnshire Fair Access Protocol can be found at <https://www.nelincs.gov.uk/schools-and-education/school-admissions/>.

Waiting lists

All primary schools will operate a waiting list for in year admissions for the academic year you apply in only; the majority of these are held by the local authority; the School Admissions Team will be able to advise you on this.

PART FOUR – SCHOOL ADMISSION APPEALS

If your school preference is refused, you will be advised you that you can appeal against the decision to an independent appeals panel.

All In-Year appeals (arranged by the Local Authority) will be heard within 30 school days of receipt by the Legal Services department.

Before deciding to appeal you may wish to speak to the School Admissions Team, on (01472) 326291 to discuss your options, including your right of appeal. However, if you wish to discuss anything regarding the appeals process or how to appeal, we advise you to contact the Legal Department on (01472) 324149 or e-mail LegalAdmin@nelincs.gov.uk. You can also view information on their [webpage](#) where you will also find an online appeals form to apply.

An independent appeals panel in line with government regulations will hear your case. Decisions made by the appeals panel are legally binding on both the local authority and the governors of the school.

If your application is to a school that is its own admissions authority, admission appeals are the responsibility of the governing body. Therefore, they may be administered by the school's own appeals service rather than the local authority's appeals service. If this is the case, you will be advised of the procedure on the "How do I appeal" information sheet which is available on the school appeals [webpage](#).

There are two distinct stages involved in an appeal:-

1. A factual stage – the admissions authority must prove that 'prejudice' would arise if an extra child were admitted to the school.
2. A balancing stage – parents/carers present their information to the panel. The panel must then exercise its discretion, balancing between the degree of 'prejudice' and the weight of factors put forward by parents/carers.

If you lose your appeal, your child's name may be placed on a waiting list. However, you can only appeal once for a school in any academic year. A further appeal would only be considered if there has been a significant and material change in your circumstances, which is relevant to the published admission criteria.

If you are successful, the admissions authority will make the necessary admissions arrangements within a reasonable time.

School admission appeals timetable.

All phased (Starting school for the first time and Transfer of pupils from infants to junior schools) appeals, arranged by the Local Authority and submitted to the Legal Services department, will be heard within 40 school days of the published deadline.

However, pupils whose appeals are submitted by the published deadline below will be heard first, followed by subsequently submitted forms.

Note: The Local Authority has service level agreements with most North East Lincolnshire primary/infants/junior schools to arrange and hear their appeals. Appeal Hearings, organised by the Local Authority, are arranged to be heard during the hours of 9am-4:30pm Monday to Friday only. Appeals are not arranged during school holidays and will be held during term time only.

Appeal deadlines for other admission authorities may differ.

- National Offer Day – 16th April 2027.
- Deadline for submission of appeals, against admission decisions for on-time applications, to be heard in the first round – 17th May 2027.
- Appeals to be heard, for those who applied on time, by 21st June 2027.

Any in-year admission appeals, arranged by the Local Authority and submitted to the Legal Services department, will be heard within 30 school days of the appeal form being received by the Legal Services department.

Infant Class Size Legislation

The School Standards and Framework Act 1998 introduced a law which states that children cannot be taught in infant classes of more than 30. This law applies to children in Reception Year, Year 1 and Year 2 and there are very few exceptions allowed. Parents/carers should be aware that when they apply for a place in an infant year group, schools/academies will have to keep to the 30 limit in each class. Parents/carers will still have a right of appeal but, in most cases involving infant class sizes, the basis on which an appeal can be upheld is very limited

Please be aware that the Appeals Panel can only uphold the parent/carers appeal if they are satisfied that one of the following conditions applies:-

(1) that the decision was not one which a reasonable Admission Authority would make in the circumstances of the case or

(2) the relevant oversubscription criteria for the school and coordinated admission arrangements were not correctly and impartially applied to the child concerned; and the child would have been offered a place had the arrangements been properly applied or did not contravene mandatory provisions in the School Admissions Code or School Standards & Frameworks Act 1998.

PART FIVE – GENERAL INFORMATION

Questions and answers

Where can I get advice on which school would best suit my child?

North East Lincolnshire School Admissions Team are available to offer impartial advice and enable parents/carers to make informed decisions about making preferences for schools for their child. They will offer advice on all areas of co-ordinated admissions, admission policies and other information about local schools.

How do I make my application?

For all primary phased applications (i.e. Starting School for the First Time, Transferring from Infant to Junior School) you can [Apply Online via the North East Lincolnshire Parent Portal](#). Guidance on how to register an account and make an application is provided on the Portal.

In your Online Application you can express up to three preferences for any North East Lincolnshire schools or, any school that falls within the area of another authority, such as North Lincolnshire or Lincolnshire. Alternatively, you can make your application in writing on a Common Application Form (CAF), available in this booklet, from your current primary school, downloaded from North East Lincs website or on request from the School Admissions Team.

What is a Common Application Form (CAF)?

The Common Application Form (CAF) is the application form for all co-ordinated school applications made through the local authority. For the purposes of this guide, CAF would refer to the paper form version of the application process that parents/carers can [Apply Online via the North East Lincolnshire Parent Portal](#).

Why do I have to rank my preference of schools on my application?

The Online Application/Common Application Form (CAF) enables you to give reasons for your application and rank your application in order of preference. The preferences will be shared with other admission authorities if one of the applications is for a school for which we, (the home local authority) cannot allocate places. At the end of the process, if you can be offered a place at more than one school, then you will be sent an offer of the one you ranked higher on your application form.

Why should I complete an Online Application/Common Application Form (CAF)?

We can only allocate a place at a school for which an application has been made. Under co-ordinated admission arrangements a place at the nearest school with places will be allocated for any child that the authority is aware of for which it has not received an Online Application/Common Application Form (CAF). This will not necessarily be the designated catchment school as all places may have been taken by those who expressed a preference for it by submitting an Online Application/Common Application Form (CAF).

Will a place at my catchment school be guaranteed?

The law allows parents/carers to express a preference for a school they wish their child to attend but this is not a guarantee of a place.

If you live in the catchment area of a North East Lincolnshire school, and you apply for a place at your catchment school as one of your preferences, and your application is received on time, the chances are usually high that you will be allocated a place at that school. It is to be noted that some schools' place

'sibling' above 'catchment' in their oversubscription criteria. However, if you do not include it on your Online Application/Common Application Form (CAF) and you are unsuccessful with the three preferences you have made, then you may find your catchment school is already full and there is no place left for your child.

A copy of North East Lincolnshire School's Catchment List can be found at <https://www.nelincs.gov.uk/schools-and-education/school-admissions/>

How do I apply for a school outside North East Lincolnshire?

You must include all schools on your Online Application/Common Application Form (CAF) for which you wish your child to be considered. The preference on your application will be sent to the authority for that school for consideration. They will inform us if they are able to offer a place to your child (you need to read their admissions policy to see how places are allocated). Details of our neighbouring authorities' admissions policies can be obtained by contacting the relevant authority. See [Appendix 7](#) for details).

What about applying for special schools or independent schools?

If your child has an education, health, and care plan (EHCP) and you wish to express a preference for a special school you should contact the Special Educational Needs and Review Team (SENART) to discuss this. See [Appendix 6](#) for contact details.

What if I am not happy with the school place offered?

You can appeal against any decision to refuse your child a place at a school. Details on how to appeal are included in PART FOUR – School Admission Appeals.

How will my child get to school?

Before deciding which schools, you would like your child to be considered for you will need to think about how he or she will get there and whether you will get any help with transport costs. Please read the following:-

HOME TO SCHOOL TRANSPORT POLICY

Parents/carers are responsible for ensuring their child's regular attendance at school. For most parents this includes making their own arrangements for their child, who is compulsory school age, to travel to and from school. In some cases, children are entitled to transport support, and local authorities must make the travel arrangements, free of charge, for eligible children.

To view the Home to School Transport Policy, other helpful information and to apply online for transport assistance please click on [School Transport](#) on our website

Additional Information

For further information regarding eligibility for home to school transport contact the Education Transport Team via

Telephone: (01472) 326291, or e-mail: schooltransport@nelincs.gov.uk.

School Meals

You can claim free school meals for a child if they are in full-time education, you are responsible for the child, and you get at least one of the following benefits:

- Universal credit
- Income related employment and support allowance
- Guaranteed pension credit
- Support under part VI of the Immigration and Asylum Act 1999

Further information regarding eligibility for free school meals can be obtained from the Customer Access Point in the Municipal Offices, Town Hall Square, Grimsby. You can also get information by telephoning (01472) 323732 or 03003030164 (Option3) or by e-mailing freeschoolmeals@nelincs.gov.uk. You can apply online via the following link [Free school meals | NELC](#)

Ofsted and Performance Table information

1. Ofsted reports and dates of future inspections are available direct from the school concerned; from www.gov.uk/government/organisations/ofsted by using the following link: [Find an Ofsted inspection report](#)
2. The performance league tables are available from www.gov.uk by clicking on this link: [Statistics: performance tables - GOV.UK](#)

North East Lincolnshire School Term Dates 2027 - 2028

You will find details of school term dates, set by the Local Authority, below. Please note a number of schools in North East Lincolnshire set their own term dates which may not be the same. These will be placed on North East Lincolnshire Council's website as and when received www.nelincs.gov.uk.

2027 – Autumn Term		
	Open	Close
Term 1	Monday 6 September	Friday 22 October
Term 2	Monday 1 November	Friday 17 December
Bank Holidays:- Monday 27 December 2027, Tuesday 28 December 2027, Monday 3 January 2028		

2028 – Spring Term		
	Open	Close
Term 3	Wednesday 5 January	Friday 11 February
Term 4	Monday 21 February	Friday 31 March
Bank Holidays:- Friday 14 April 2028 , Monday 17 April 2028		

2028 – Summer Term		
	Open	Close
Term 5	Wednesday 19 April	Friday 26 May
Term 6	Monday 5 June	Friday 21 July
Bank Holidays:- Monday 1 May 2028, Monday 29 May 2028		

Teacher Training Days:

The above dates represent the statutory requirement for schools to be open for **190 days** for pupils. Schools will need to identify a further **5 training days outside** the dates shown.

School Governors.

Every North East Lincolnshire school has a governing body/education trust, which has general responsibility for the effective management of the school, acting within the framework set by national legislation. The composition of the governing body/education trust is intended to reflect the local community and includes parents, teaching and non-teaching staff, representatives of the local authority, local community and, in the case of church schools, the local Diocese. A parent's/carer's normal contact with the school will be with the head teacher/principal. However, if a parent/carer is not satisfied, a matter can be referred to the governors, usually through the chair of the governing body.

Further Information

If you have any questions about the information provided in this booklet, you should contact the School Admissions Team, New Oxford Street, George Street, Grimsby, North East Lincolnshire, DN31 1HB. Telephone (01472) 326291 or email: schooladmissions@nelincs.gov.uk.

This booklet gives overall information about schools in North East Lincolnshire. Each school will publish more detailed information in its prospectus each year. The prospectus contains information about the curriculum, how education and teaching methods of the school are organised, and details of pupils' attainments. You can obtain copies of a school's prospectus by contacting the school directly

Although this booklet does not give information about admission to nursery or pre-school education it does include details of schools with nurseries and dedicated nursery schools in the area. It also contains a list of private and voluntary providers of early years education. More information about early year's education can be obtained from the Family Information Service (see [Appendix 6](#)).

APPENDIX 1 – COMMON APPLICATION FORM (CAF)

North East Lincolnshire Primary Common Application Form 2027

For children born between 1 September 2022 & 31 August 2023 to start school for the first time (Reception year) in September 2027

CLOSING DATE: 15 JANUARY 2027 - It is the parents/carers responsibility to ensure this form reaches the School Admissions Team by the closing date. Please contact School Admissions if you wish to check receipt.



(01472) 326291



schooladmissions@nelincs.gov.uk



www.nelincs.gov.uk



School Admissions Team, New Oxford House, George Street, Grimsby, North East Lincolnshire, DN31 1HB

Only use this form if you/your child reside in North East Lincolnshire. If you live in another area, please contact your home local authority School Admissions service for information on how to apply. Forms received from non-NE Lincs residents may not be forwarded on.

PARENT / CARER DETAILS

Parent/carer title:

Mr / Mrs / Miss / Ms

Parent/carer first name:

Parent/carer surname:

Parent/carer relationship to child:

Parent/carer address:

Post code:

Contact telephone numbers:

Contact e-mail

Please provide details of anybody else with parental responsibility who does not live at the above address – name, relationship to pupil, address, and contact telephone number.

CHILD'S DETAILS

Child's first names:

Child's legal surname:

Child's date of birth:

Child's gender:

Child's current nursery/childcare provider (if applicable):



Please tick this box only if the pupil is 'looked after' / 'previously looked after' by the local authority

A 'child looked after' is a person under the age of 18 who is provided with accommodation by a local authority, acting in its social services capacity, for a continuous period of more than 24 hours, by agreement with the parents or in accordance with section 22 of the Children's Act 1989. Previously looked after refers to those children who immediately after being looked after became subject to an adoption order, child arrangements order or specialist guardianship order including those 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. Children looked after under an agreed series of short-term placements (respite care) are excluded.

- If you have any queries regarding making your application, please contact the School Admissions team before the closing date as they will be able to give you impartial advice and guidance on the process.
- Place your school preferences in the order you would like them to be considered (most desired first). You can apply for up to 3 preferences of school. Please note that if you are not successful at any of your requested preferences, your child will be allocated a place at the next nearest school with vacancies. Please use your preferences carefully; applying for the same school more than once will not enhance your chances of being allocated a place at that school.
- Attending the nursery of a school does not mean that you have applied for a place in Reception. You are not guaranteed a place in a school because you put it as your first preference. You cannot be considered for a school place if you have not applied for it.

Please complete your preferences over the page...

State the name of the school you wish to apply for under each preference (up to three in total) and indicate any criteria you think relevant below each preference. The respective admissions authorities can only consider these reasons if they are part of the published admissions criteria. Please refer to the individual school admission policies for further information.

<u>School Preferences</u>		
First Preference	Second Preference	Third Preference
WRITE NAME OF YOUR 1 ST PREFERENCE IN THIS BOX	WRITE NAME OF YOUR 2 ND PREFERENCE IN THIS BOX	WRITE NAME OF YOUR 3 RD PREFERENCE IN THIS BOX

Catchment		Catchment		Catchment	
Feeder Pre-School		Feeder Pre-School		Feeder Pre-School	
Distance / ease of travel		Distance / ease of travel		Distance / ease of travel	
Other reason (see below)		Other reason (see below)		Other reason (see below)	

Sibling connection

If your child has older brother/sisters who will be attending your preferred school in September 2027 please give their details below (name; date of birth; school attending):

Children of staff

If either of your child's parents/carers are members of staff at any of your preferred schools please give their details below (name of member of staff; relationship to child; name of school; job title and employment starting date):

Application on religious grounds (Lisle Marsden CE Primary Academy & Saint Mary's Catholic Primary Voluntary Academy only)

If applying under the criteria of Religion please state religion/faith below (you may be asked to provide further information for verification):

If you feel that there are any other reasons that you would like to be considered please attach and submit on a separate sheet along with this form, with the name and date of birth of your child clearly written at the top (in case it becomes detached from your application).

Declaration / Information Sharing and Consent
--

It may delay the processing of your application if all the relevant sections above have not been completed or if information is incomplete or inaccurate. Where more than one person shares parental responsibility for a child, those persons should consult and agree. Only ONE form will be accepted for each child. In signing this form, you agree that the information provided is correct.

I understand that the information I have provided to North East Lincolnshire Council regarding my child and family will be recorded and used for the purpose of providing services, support, advice and guidance to my child and family. I agree to my family's personal information being processed and shared by North East Lincolnshire Council with appropriate partners and organisations to enable them to provide us with services, support, information, advice and guidance in order to achieve a positive outcome for me and my family. North East Lincolnshire Council is the Data Controller for the processing of my personal information and that will process all personal information in accordance with the Data Protection Act and GDPR.

After reading the above please sign and date below. Any unsigned forms will be returned to parents/carer/social worker

Applicant's Signature: _____ Date _____

I am the child's: Parent / Carer / Social Worker (Delete as appropriate)

Appendix 2 - Outcome of applications for 2026-2027 academic year

The following table sets out school place allocation information relating to primary and infant schools in North East Lincolnshire. The table shows the number of on-time applications received and the number of places allocated on National Offer Day (16 April 2026) for children starting Reception in the 2026-2027 academic year.

Name of School	PAN / Agreed Number*	Total number of Preferences (1 st , 2 nd & 3 rd)	Total preferences allocated	Total preferences refused/placed on waiting list
Bursar Primary Academy	45	42	22	0
Coomb Briggs Primary	30	24	10	0
East Ravendale CE Primary Academy	17	13	9	0
Eastfield Primary Academy	30	48	30	0
Edward Heneage Primary Academy	30	33	18	0
Elliston Primary Academy	45	62	40	0
Enfield Academy of New Waltham	30	43	21	0
Fairfield Primary Academy	45	48	20	0
Grange Primary	45	56	33	0
Great Coates Primary Academy	45	54	27	0
Healing Primary Academy	45	65	35	0
Humberston Cloverfields Primary Academy	45	61	31	0
Laceby Acres Academy	30	52	30	3
Laceby Stanford Primary Academy	45	45	37	0
Lisle Marsden CofE Primary Academy	90	99	72	0
Littlecoates Primary Academy	30	46	26	0
Macauley Primary Academy	75	61	32	0
Middlethorpe Primary Academy	30	54	30	1
New Waltham Academy	45	78	45	8
Oasis Academy Nunsthorpe	60	42	33	0
Old Clee Primary Academy	90	61	39	0
Ormiston South Parade Academy	75	72	57	0
Pilgrim Academy	30	24	17	0
Queen Mary Avenue Infants	90	86	55	0
Reynolds Primary Academy	60	51	27	0
Scartho Gateway Academy	28*	75	28	16
Scartho Infants	60	61	35	0
Signhills Infant Academy	90	92	53	0
Springfield Primary Academy	45	85	38	0
St. Mary's Catholic Primary Voluntary Academy	30	34	23	0
St. Peter's Church of England Primary Academy	30	20	12	0
Stallingborough CE Primary	20	38	20	0
Strand Primary Academy	30	26	12	0
The Canon Peter Hall C Of E Primary Academy	30	31	17	0
The Humberston CE Primary Academy	45	32	16	0
Thrunscoc Primary and Nursery Academy	45	50	29	0
Waltham Gateway Academy	25*	44	23	0
Waltham Leas Primary Academy	60	100	60	4
Weelsby Academy	60	48	32	0
Welholme Academy	90	47	30	0
Western Primary	45	21	11	0
Willows Primary Academy	30	36	21	0
Woodlands Primary Academy	60	38	24	0
Wybers Wood Academy	60	66	40	0
Yarborough Academy	60	90	60	4

Note: *Agreed number – some schools informed the local authority that they wished to admit children to a number above their published admission number (PAN).

It should be noted that some children were allocated places at out of county schools, special educational needs establishments and independent schools. In addition, a substantial number of children did not have an application submitted on-time (by 15 January 2026) and were subsequently allocated later in the process.

Appendix 3

Schedule of maintained Nursery, Primary, Infant and Junior and Schools

North East Lincolnshire Council Nursery Schools

Great Coates Village Nursery School		
Headteacher:- Mrs S Bate	Published Admission Number:- 65 place nursery	Type/age range:- Co-educational Day Nursery School 3 – 5 years
Address:- Station Road, Great Coates, DN37 9NN		Telephone Number:- 01472 231231
Website:- www.greatcoatesnursery.com		Trust / Sponsor:-
Scartho Nursery School		
Headteacher:- Mrs S Bate	Published Admission Number:- 65 place nursery	Type/age range:- Co-educational Day Nursery School 3 – 5 years
Address:- Pinfold Lane, Scartho, Grimsby, DN33 2EW		Telephone Number:- 01472 872129
Website:- www.scarthonursery.co.uk		Trust / Sponsor:-

North East Lincolnshire Council Infant Schools

Queen Mary Avenue Infant and Nursery School		
Headteacher:- Mrs M Castle	Published Admission Number:- 90	Type/age range:- Community Co-educational Day School 5 – 7 years NP
Address:- Queen Mary Avenue, Cleethorpes, DN35 7SY		Telephone Number:- 01472 230230
Website:- www.queenmaryinfants.org.uk		Trust / Sponsor:- N/A
Scartho Infants' School and Nursery		
Headteacher:- Mr G Rushton	Published Admission Number:- 60	Type/age range:- Academy Infants 5 – 7 years NP
Address:- Edge Avenue, Grimsby, DN33 2DH		Telephone Number:- 01472 879634
Website:- www.scarthoinfants.co.uk		Trust / Sponsor:- Wellsprings Academy Trust
Signhills Infants' Academy		
Headteacher:- Mrs Gray	Published Admission Number:- 90	Type/age range:- Academy 5-7 years
Address:- Hardy's Road, Cleethorpes, DN35 0DN		Telephone Number:- 01472 694993
Website:- www.signhillsinfants.co.uk		Trust / Sponsor:- St Lawrence Academies Trust

North East Lincolnshire Council Junior Schools

Scartho Junior Academy		
Principal:- Mr J Graves	Published Admission Number:- 60	Type/age range:- Academy 7 – 11 years
Address:- Edge Avenue, Grimsby, DN33 2DH		Telephone Number:- 01472 879524
Website:- www.scarthojunior.co.uk		Trust / Sponsor:- Scartho Junior Academy Ltd.
Signhills Academy		
Headteacher:- Mr S Carr	Published Admission Number:- 90	Type/age range:- Academy 7 – 11 years
Address:- Hardy's Road, Cleethorpes, DN35 0DN		Telephone Number:- 01472 694811
Website:- www.signhillsacademy.co.uk		Trust / Sponsor:- Signhills Academy Trust
William Barcroft Junior School		
Principal:- Mrs S Sargent	Published Admission Number:- 90	Type/age range:- Academy 7 – 11 years
Address:- Barnett Place, Cleethorpes, DN35 7SU		Telephone Number:- 01472 501777
Website:- https://wba.harbourlearningtrust.com/		Trust / Sponsor:- Harbour Learning Trust

North East Lincolnshire Council Primary Schools

Bursar Primary Academy		
Headteacher:- Miss K Finney	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years NP
Address:- Clee Road , Cleethorpes, DN35 9HU		Telephone Number:- 01472 691798
Website:- www.bursar-academy.co.uk		Trust / Sponsor:- Humber Education Trust
The Canon Peter Hall Church of England Primary School		
Headteacher:- Mrs T Grove	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Pelham Road, Immingham, DN40 1JS		Telephone Number:- 01472 510300
Website:- www.canonpeterhall.co.uk		Trust / Sponsor:- Lincoln Anglican Academy Trust
Coomb Briggs Primary Academy		
Principal:- Ms C Green	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years
Address:- Roval Drive, Immingham, DN40 2DY		Telephone Number:- 01472 572584
Website:- www.cbacademy.org.uk		Trust / Sponsor:- Wellspring Academy Trust
Eastfield Primary Academy		
Principal:- Mrs K Thompson	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Margaret Street, Immingham, DN40 1LD		Telephone Number:- 01472 572455
Website:- www.eastfieldprimary.net		Trust / Sponsor:- Enquire Learning Trust
East Ravendale Church of England Primary School Academy		
Headteacher:- Mrs B Farr	Published Admission Number:- 17	Type/age range:- Academy 5 – 11 years NP
Address:- East Ravendale, DN37 0RX		Telephone Number:- 01472 825999
Website:- www.eastravendale.co.uk		Trust / Sponsor:- Lincoln Anglican Academy Trust
Edward Heneage Primary Academy		
Principal:- Mrs D Osborne	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Edward Street, Grimsby, DN32 9HL		Telephone Number:- 01472 320016
Website:- www.edwardheneage.co.uk		Trust / Sponsor:- David Ross Education Trust (DRET)
Elliston Primary Academy		
Principal:- Mrs C Patterson	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years NP
Address:- Bramhall Street, Cleethorpes, DN35 7QU		Telephone Number:- 01472 235116
Website:- www.ellistonprimary.net		Trust / Sponsor:- Enquire Learning Trust
Enfield Academy of New Waltham		
Principal:- Mrs J Lowe	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years
Address:- Enfield Avenue, New Waltham, DN36 4RB		Telephone Number:- 01472 321434
Website:- www.enfieldacademy.co.uk		Trust / Sponsor:- Enquire Learning Trust
Fairfield Academy		
Principal:- Mrs K McGuire	Published Admission Number:- 45	Type/age range:- Academy, 5 – 11 years NP
Address:- Mendip Avenue, Grimsby, DN33 3AE		Telephone Number:- 01472 879301
Website:- www.fairfield-academy.co.uk		Trust / Sponsor:- David Ross Education Trust (DRET)
Grange Primary School		
Headteacher:- Miss C Plaskitt	Published Admission Number:- 45	Type/age range:- Community Co-educational Day School 5-11 years NP
Address:- Cambridge Road, Grimsby, DN34 5TA		Telephone Number:- 01472 232030
Website:- www.grangeprimaryschool.co.uk		Trust / Sponsor:- N/A

Great Coates Primary Academy		
Principal:- Miss E Emson	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years NP
Address:- Crosland Road, Grimsby, DN37 9EN		Telephone Number:- 01472 808608
Website:- https://gca.harbourlearningtrust.com/		Trust / Sponsor:- Harbour Learning Trust
Healing Primary Academy		
Principal:- Mrs C Knight	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years
Address:- Fords Avenue, Healing, DN41 7RS		Telephone Number:- 01472 882261
Website:- https://hpa.harbourlearningtrust.com/		Trust / Sponsor:- Harbour Learning Trust
Humberston Church of England Primary School		
Headteacher:- Mrs S. Ranshaw	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years
Address:- Church Lane, Humberston DN36 4HZ		Telephone Number:- 01472 813474
Website:- www.hcep.co.uk		Trust / Sponsor:- St Lawrence Academies Trust Ltd.
Humberston Cloverfields Academy		
Head of School:- Miss K Nicholson	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years NP
Address:- St Thomas Close, Humberston, DN36 4HS		Telephone Number:- 01472 500217
Website:- www.cloverfields.co.uk		Trust / Sponsor:- Enquire Learning Trust
Laceby Acres Primary Academy		
Head of School:- Mrs Davidge	Published Admission Number:- 30	Type/age range:- Academy Primary 5 – 11 years
Address:- Swiftsure Crescent, Grimsby, DN34 5QN		Telephone Number:- 01472 320601
Website:- www.lacebyacres.org		Trust / Sponsor:- Enquire Learning Trust
Laceby Stanford Primary Academy		
Headteacher:- Mrs L Hackfath	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years
Address:- Cooper Lane,, Laceby, DN37 7AX		Telephone Number:- 01472 318003
Website:- www.stanfordschool.org		Trust / Sponsor:- Wellsprings Academy Trust
Lisle Marsden C of E Primary Academy		
Headteacher:- Mr D Kinsey	Published Admission Number:- 90	Type/age range:- Academy 5 – 11 years NP
Address:- Lansdowne Avenue, Grimsby, DN32 0DF		Telephone Number:- 01472 311040
Website:- www.lisle-ne-lincs.sch.uk		Trust / Sponsor:- Lisle Marsden CE Primary Academy
Littlecoates Primary Academy		
Headteacher:- Mr N Wilkinson	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Harlow Street, Grimsby, DN31 2QX		Telephone Number:- 01472 354601
Website:- www.littlecoatesacademy.co.uk		Trust / Sponsor:- Wellsprings Academy Trust
Macaulay Primary Academy		
Principal:- Mr T Herrick	Published Admission Number:- 75	Type/age range:- Academy 5 – 11 years NP
Address:- Macaulay Street Grimsby, DN31 2ES		Telephone Number:- 01472 503350
Website:- www.mpacademy.org.uk		Trust / Sponsor:- Delta Academy Trust
Middlethorpe Primary Academy		
Head of School:- Mr S Claybourn	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Highthorpe Crescent, Cleethorpes, DN35 9PY		Telephone Number:- 01472 698185
Website:- www.middlethorpeblogs.net		Trust / Sponsor:- Enquire Learning Trust
New Waltham Academy		
Co-Headteachers:- Mrs J Perry & Miss L Clarke	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years NP
Address:- Peaks Lane, New Waltham, DN36 4NH		Telephone Number:- 01472 233051
Website:- www.newwaltham.net		Trust / Sponsor:- New Waltham Primary Academy Ltd.

Oasis Academy Nunsthorpe		
Principal:- Mrs H O'Connor	Published Admission Number:- 60	Type/age range:- Academy 5 – 11 years NP
Address:- Sutcliffe Avenue, Grimsby, DN33 1AN		Telephone Number:- 01472 310013
Website:- www.oasisacademynunsthorpe.org		Trust / Sponsor:- Oasis Academy Trust
Old Clee Primary Academy		
Headteacher:- Miss D Richardson	Published Admission Number:- 90	Type/age range:- Academy 5 – 11 years NP
Address:- Colin Avenue, Grimsby, DN32 8EN		Telephone Number:- 01472 691887
Website:- www.oldcleeprimaryacademy.co.uk		Trust / Sponsor:- Old Clee Primary Academy
Ormiston South Parade Academy		
Principal:- Mrs K Steward	Published Admission Number:- 75	Type/age range:- Academy 5 – 11 years NP
Address:- South Parade, Grimsby, DN31 1TX		Telephone Number:- 01472 231659
Website:- www.osparade.co.uk		Trust / Sponsor:- Ormiston Academy Trust (OAT)
Pilgrim Academy		
Principal:- Miss J King	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Allerton Drive, Immingham, DN40 2HP		Telephone Number:- 01469 572368
Website:- www.pilgrimacademy.co.uk		Trust / Sponsor:- Lincolnshire Gateway AT
Reynolds Primary Academy		
Principal:- Mrs R Scott	Published Admission Number:- 60	Type/age range:- Academy 5 – 11 years NP
Address:- Reynolds Street, Cleethorpes, DN35 7TS		Telephone Number:- 01472 691797
Website:- www.reynoldsacademy.co.uk		Trust / Sponsor:- Lincolnshire Gateway AT
St Mary's Catholic Primary Voluntary Academy		
Headteacher:- Mr J O'Connor	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Wellington Street, Grimsby, DN32 7JX		Telephone Number:- 01472 357982
Website:- www.saintmarysprimarygrimsby.co.uk		Trust / Sponsor:- Our Lady of Lourdes CMAT
St Peter's Church of England Primary School		
Headteacher:- Miss A Wilson	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years
Address:- St Peter's Avenue, Cleethorpes, DN35 8LW		Telephone Number:- 01472 691964
Website:- www.stpetersacademy.co.uk		Trust / Sponsor:- Lincoln Anglican Academy Trust
Scartho Gateway Academy		
Principal:- Mrs M Portlock	Published Admission Number:- 20	Type/age range:- Academy 5 – 11 years NP
Address:- Matthew Telford Park, Grimsby, DN33 3EP		Telephone Number:- 01472 582317
Website:- https://scarthogatewayacademy.co.uk/		Trust / Sponsor:- Lincolnshire Gateway AT
Springfield Primary Academy		
Principal:- Mrs T Storr	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years NP
Address:- Springwood Crescent, Grimsby, DN33 3HG		Telephone Number:- 01472 230260
Website:- www.springfieldprimaryacademy.net		Trust / Sponsor:- Enquire Learning Trust
Stallingborough Church of England Primary School		
Headteacher:- Mrs E Powell	Published Admission Number:- 20	Type/age range:- Voluntary Controlled (CE) Co-educational Day School 5 – 11 years
Address:- Station Road, Stallingborough, DN41 8AP		Telephone Number:- 01472 882438
Website:- https://www.stallingboroughprimary.co.uk/		Trust / Sponsor:- N/A
Strand Primary Academy		
Head of Academy:- Mrs L McCall	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Strand Street, Grimsby, DN32 7BE		Telephone Number:- 01472 506650
Website:- www.strandpa.org.uk		Trust / Sponsor:- Delta Academy Trust

Thrunscoe Primary & Nursery Academy		
Headteacher:- Mr S Bate	Published Admission Number:- 45	Type/age range:- Academy 5 – 11 years NP
Address:- Trinity Road, Cleethorpes, DN35 8TJ		Telephone Number:- 01472 320781
Website:- www.thrunscoeacademy.co.uk		Trust / Sponsor:- Thrunscoe Primary Academy Ltd.
Waltham Gateway Academy		
Principal:- Mrs L Holness	Published Admission Number:- 20	Type/age range:- Academy 5 – 11 years NP
Address:- Sunningdale, Waltham, Grimsby, DN37 0UG		Telephone Number:- 01472 502256
Website:- https://walthamgatewayacademy.co.uk/		Trust / Sponsor:- Lincolnshire Gateway AT
Waltham Leas Primary Academy		
Headteacher:- Mrs J Thompson	Published Admission Number:- 60	Type/age range:- Academy 5 – 11 years
Address:- Manor Drive, Waltham, DN37 0NU		Telephone Number:- 01472 822419
Website:- www.walthamleas.net		Trust / Sponsor:- Waltham Leas Primary Academy Ltd.
Weelsby Academy		
Principal:- Miss C Davenport	Published Admission Number:- 60	Type/age range:- Academy 5 – 11 years NP
Address:- Weelsby Street, Grimsby DN32 7PF		Telephone Number:- 01472 806778
Website:- www.weelsby.org.uk		Trust / Sponsor:- Delta Academy Trust
Welholme Academy		
Principal:- Mr E Chamberlain	Published Admission Number:- 90	Type/age range:- Academy 5 – 11 years NP
Address:- Welholme Road, Grimsby, DN32 9JD		Telephone Number:- 01472 329944
Website:- www.welholmeacademy.com		Trust / Sponsor:- Enquire Learning Trust
Western Primary School		
Acting Headteacher:- Mrs K Baker	Published Admission Number:- 45	Type/age range:- Community Co-educational Day School 5 – 11 years NP
Address:- Broadway, Grimsby, DN34 5RS		Telephone Number:- 01472 311550
Website:- www.westprimary.co.uk		Trust / Sponsor:- N/A
Willows Academy		
Head of Academy:- Mrs S Cox	Published Admission Number:- 30	Type/age range:- Academy 5 – 11 years NP
Address:- Queensway, Grimsby, DN37 9AT		Telephone Number:- 01472 504450
Website:- www.willowsacademy.org.uk		Trust / Sponsor:- Delta Academy Trust
Woodlands Academy		
Principal:- Ms B Wright	Published Admission Number:- 60	Type/age range:- Academy 5 – 11 years NP
Address:- Pinewood Crescent, Grimsby, DN33 1RJ		Telephone Number:- 01472 500900
Website:- https://wla.harbourteamingtrust.com/		Trust / Sponsor:- Harbour Learning Trust
Wybers Wood Academy		
Head of Academy:- Mrs S Cox	Published Admission Number:- 60	Type/age range:- Academy 5 – 11 years
Address:- Timberley Drive, Grimsby, DN37 9QZ		Telephone Number:- 01472 311081
Website:- www.wyberswood.org.uk		Trust / Sponsor:- Delta Academy Trust
Yarborough Academy		
Headteacher:- Mrs H Albery	Published Admission Number:- 60	Type/age range:- Academy 5 – 11 years NP
Address:- Yarrow Road, Grimsby, DN34 4JU		Telephone Number:- 01472 237772
Website:- www.yarboroughacademy.co.uk		Trust / Sponsor:- Yarborough Academy Ltd.

NP = Nursery Provision

Special Schools

The Cambridge Park Academy		
Principal:- Mr S Kernan	Published Admission Number:- N/A	Type/age range:- Academy Special 4-19 years
Address:- Cambridge Road, Grimsby, DN34 5EB		Telephone Number:- 01472 230110
Website:- www.cambridgepark.co.uk		Trust / Sponsor:- N/A

Humberston Park Special School		
Headteacher:- Mr R Gargon	Published Admission Number:- N/A	Type/age range:- Academy Special 3-19 years
Address:- St Thomas Close, Humberston, DN36 4HS		Telephone Number:- 01472 590645
Website:- www.humberstonpark.org.uk		Trust / Sponsor:- N/A

Pupil Referral Units (PRUs)

Phoenix Park Academy		
Executive Principal:- Mrs J Indian	Published Admission Number:- N/A	Type/age range:- Academy PRU 7-16 years
Address:- Park Avenue, Grimsby, DN32 0BZ		Telephone Number:- 01472 483211
Website:- www.phoenixparkacademy.co.uk		Trust / Sponsor:- Wellsprings Academy Trust

Sevenhills Academy		
Executive Principal:- Mrs J Indian	Published Admission Number:- N/A	Type/age range:- Academy PRU 14-16 years
Address:- Second Avenue, Grimsby, DN33 1NU		Telephone Number:- 01472 322079
Website:- www.sevenhillsacademy.co.uk		Trust / Sponsor:- Wellsprings Academy Trust

Appendix 4

List of registered providers offering Flexible Free Entitlement in North East Lincolnshire

Please note that the following information was correct at the time of going to print. For any updates and further information please contact the Family Information Service (see [Appendix 8](#)).

Broadway Daycare Nursery		
Address: - Broadway Children's Centre, Broadway, Grimsby, DN34 5RS		Telephone: - 01472 488260
Butterflies Day Nursery		
Address: - Nunthorpe & Bradley Park Family Hub, Second Avenue, Grimsby, DN33 1AN		Telephone: - 01472 403667
Campden Kids Ltd.		
Address: - 20-22 Campden Crescent, Cleethorpes, DN35 7UL		Telephone: - 01472 694466
Cleethorpes Childcare		
Address: - Highgate Children's Centre, Trinity Road, Cleethorpes, DN35 8UL		Telephone: - 01472 694266
Cleethorpes Children's Centre, Reynolds Daycare		
Address: - Cleethorpes Children's Centre, Machray Place, Cleethorpes, DN35 7LJ		Telephone: - 01472 324903
First Steps Day Nursery		
Address: - The Ice House, Victor Street, Grimsby, DN32 7QN		Telephone: - 01472 352524
First Steps 0-3 Day Nursery		
Address: - East Marsh Children's Centre, 203-215 Victor Street, Grimsby, DN32 7QR		Telephone: - 01472 268118

Freeston Tots Pre-School	
Address: - R/O 1 Freeston Street, Cleethorpes, DN35 7 LY	Telephone: - 07855 072659
Grant Thorold Forest School Breakfast Club	
Address: - Durban Road, Grimsby, DN32 8BA	Telephone: - 01472 211600
Havelock Day Nursery	
Address: - Diana Princess of Wales Hospital, Scartho Road, Grimsby, DN33 2BA	Telephone: - 01472 870618
Healing Village Pre-school Playgroup	
Address: - Station Road, Healing, Grimsby, DN41 7LY	Telephone: - 01472 280452
Humberston Country Club Pre-school Playgroup	
Address: - Bannatyne Health Club & Spa, Humberston Avenue, Humberston, DN36 4SX	Telephone: - 01472 901007
Humberston Pre-school Playgroup	
Address: - Church Lane, Humberston, Grimsby, DN36 4HZ	Telephone: - 01472 211600
Humberston Cloverfields Primary Academy Nursery	
Address: - St. Thomas Close, Humberston, Grimsby, DN36 4HS	Telephone: - 01472 500217
Immingham Day Care	
Address: - Immingham Family Hub, Margaret Street, Immingham, DN40 1LD	Telephone: - 01469 576299
Immingham Day Nursery	
Address: - 23 Pelham Road, Immingham, DN40 1AA	Telephone: - 01469 571177
Judy Clark Childcare Pre-School Playgroup	
Address: - West Marsh Children's Centre, Macaulay Street, Grimsby, DN31 2ES	Telephone: - 01472 591798
Leap Ahead @ Nunsthorpe Day Nursery	
Address: - Pinewood Crescent, Grimsby, DN33 1RJ	Telephone: - 07399 502493
Lisle Marsden Childcare Services	
Address: - Lansdowne Avenue, Grimsby, DN32 0DF	Telephone: - 01472 311019
Little Blossoms Day Nursery	
Address: - 31-33 Laceby Road, Grimsby, DN34 5BH	Telephone: - 01472 236807
Little Stars Day Nursery	
Address: - TEC Partnership, Laceby Road, Grimsby, DN34 5BQ	Telephone: - 01472 315530
Little Twinkles Day Nursery	
Address: - 44a Gloucester Avenue, Grimsby, DN34 5DW	Telephone: - 07773 228426
Mini Explorers Childcare Day Nursery	
Address: - The Former Central Children's Centre, Edward Street, Grimsby, DN32 9HL	Telephone: - 07949 023182
Only About Kids	
Address: - Enfield Academy of New Waltham, Enfield Avenue, New Waltham, DN36 4RE	Telephone: - 01472 813299
Precious Times Childcare Services Laceby Acres Pre-school playgroup	
Address: - Swiftsure Crescent, Grimsby, DN34 5QN	Telephone: - 01472 872143
Precious Times Childcare Services Riverside Day Nursery	
Address: - Yarborough Academy, Yarrow Road, Grimsby, DN34 4JU	Telephone: - 01472 340800
Queensway Children's Centre Daycare Day Nursery	
Address: - Queensway Family Hub, Binbrook Way, Grimsby, DN37 9AT	Telephone: - 01472 488858
Ready Teddy Go Day Nursery	
Address: - 40 Bradford Avenue, Cleethorpes, DN35 0BD	Telephone: - 01472 601126
Ready Teddy Go Signhills	
Address: - Hardy's Road, Cleethorpes, DN35 0DN	Telephone: - 01472 601126
Springfield Lodge Montessori Day Nursery	
Address: - Springfield Park, Springfield Road, Grimsby, DN33 3LE	Telephone: - 01472 230260
St Christopher's Pre-School	
Address: - St Christopher's Methodist Church, Connamore Road, Grimsby, DN32 9HR	Telephone: - 01472 250326
St Margaret's Pre-school Playgroup	
Address: - The Church Hall, Laceby, Grimsby, DN37 7DB	Telephone: - 01472 282470
St Martins Preparatory School	
Address: - St James School, The old Rectory, Grimsby, DN34 5SY	Telephone: - 01472 878907
St Peter's Children's Centre Day Nursery	
Address: - Cambridge Street, Cleethorpes, DN35 8LW	Telephone: - 01472 290779
The Avenue Pre-School Playgroup	
Address: - St Andrew's Youth Hall, Charles Street, Cleethorpes, DN35 8QE	Telephone: - 01472 601347
The Children's House Day Nursery	
Address: - Station Road, Stallingborough, DN41 8AJ	Telephone: - 01472 886000
Trackers Nursery	
Address: - Peaks Lane, New Waltham, Grimsby, DN36 4NH	Telephone: - 01472 233051
Waltham Pre-school Playgroup	
Address: - Manor Drive, Waltham, Grimsby, DN37 0NU	Telephone: - 01472 822967
Welholme Primary Academy Nursery	
Address: - Welholme Academy, Heneage Road, Grimsby, DN32 9JD	Telephone: - 01472 329944
Wendover Pre-school Playgroup	
Address: - 1 Wendover Lane, Humberston, DN36 4HX	Telephone: - 07375 065749

There are also a number of childminders who offer flexible free entitlement; further information can be obtained from the Family Information Service (FIS) at: fis@nelincs.gov.uk or telephone: (01472) 326292.

Appendix 5

Admission Policies for Primary Academies and Voluntary Controlled Schools which follow their own policy

Name of School/Academy	Admission Policy
Bursar Primary Academy	Pages 29-30
Catholic Voluntary Aided Primary Academies	Pages 30-32
East Ravendale Primary School	Pages 32-33
Edward Heneage Primary Academy	Pages 33-34
Enquire Learning Trust	Pages 34-36
Fairfield Academy	Pages 36-37
Humberston CE Primary School	Pages 37-38
Lisle Marsden CE Primary Academy	Pages 38-39
New Waltham Academy	Pages 39-40
Old Clee Primary Academy	Pages 40-41
Ormiston South Parade Academy	Pages 41-42
Pilgrim Academy	Pages 42-43
Reynolds Academy	Pages 43-44
Scartho Gateway Academy	Pages 44-45
Scartho Infants & Nursery School	Pages 45-46
Scartho Junior Academy	Page 46
Signhills Infant Academy	Page 47
Signhills Academy (Junior)	Pages 47-48
Stallingborough CE Primary School	Page 48
Waltham Gateway Academy	Pages 48-49
Waltham Leas Primary Academy	Pages 49-50
William Barcroft Junior School	Pages 50-51

BURSAR PRIMARY ACADEMY ADMISSIONS POLICY FOR 2027 – 2028 ACADEMIC YEAR

The Academy Trust is its own admissions authority; this means it is responsible for setting its own admissions arrangements. These arrangements are informed by DfE advice / guidance and comply with DfE statute cited at the end of this document. The Local Authorities continue to be responsible for coordinating all admissions in their area and making offers of places.

The closing date for applications is 15th January 2027 unless there are exceptional circumstances. After this date applications will be considered after those which were submitted on time.

Applications for pupils having an Educational Health and Care Plan will be dealt with in accordance with the Code of Practice on Special Educational Needs and if one of our schools is named in a child's EHC Plan, the local governing body are required to admit the pupil. After the allocation of pupils with an EHC Plan, where the number of applications is greater than the remaining places the following criteria will be applied in the order set out below.

1. All 'looked after children' or 'previously looked after children', including those from outside England².
2. Children of staff based in the academy (where the member of staff has been employed at the academy for 2 year or more years at the time that the application is made for a place at the academy, or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.)
3. Children whose parents reside within the catchment area of the academy at the time of application.
4. Children, with a sibling who will be attending the academy at the expected time of admission.
5. Other children by distance from the academy, with priority for admission given to children who live nearest to the academy.

Criteria 4 and 5 will be used as a tiebreaker for other criteria. If the school is oversubscribed from within its catchment area after the allocation of children with an EHCP and children under criteria 1 and 2, then the brothers/sisters and geographical criteria will be used in that order as tiebreakers.

Admission to Year R – Reception:

- ☐ Once allocated a place a child will be entitled to a full-time place in the September following their fourth birthday.

Compulsory School Age:

A child reaches compulsory school age on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

Deferred and part time attendance:

- ☐ Parents may defer the date their child is admitted into the academy until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the summer term of the school year in which the place was offered.
- ☐ Where the parents wish, children may attend part time until later in the school year but not beyond the point which they reach statutory school age.
- ☐ Parents should discuss part-time or deferred attendance with the Headteacher when a place has been accepted.

Admission of summer born children into reception year:

□ Children born between 1st April and 31st August (summer born) do not need to start school until the September following their 5th birthday, a full year after they could first have started school.

Requests for delayed entry and the admission of children outside their normal age group:

Parents may request a place for their child outside of their normal age group. Any parent wishing to do so should make this clear at the time of application and their reasons for such a request. Parents do not have the right to insist on their child being admitted into a particular age group – this is a decision for the Academy Trust (Admissions Authority).

Any decision will be made on the basis of the circumstances of each case and in the best interests of the child concerned. This will include considering a range of evidence, including the views of the parents and the Headteacher. When informing a parent of their decision, the Academy Trust will communicate clearly the reasons for their decision.

Admission Policy for Catholic Primary Voluntary Academies in the Our Lady of Lourdes Catholic Multi-Academy Trust in North East Lincolnshire 2027-2028

Academy	Published Admission Number	Parish(es) Served
St Mary's Catholic Voluntary Academy, Grimsby	30	

This policy will apply for admission into Reception Class for the academic year 2026-27. The Catholic academies listed above are under the Trusteeship of the Diocese of Nottingham and belong to the Nottingham Diocesan family of schools. They were founded by the Catholic Church to provide education for children of Catholic families. Whenever there are more applications than places available, priority will be given to Catholic children in accordance with the oversubscription criteria listed below. The academies are conducted by the Our Lady of Lourdes Catholic Multi-Academy Trust as part of the Catholic Church in accordance with their trust deed and articles of association and seeks at all times to be a witness to Our Lord Jesus Christ. As Catholic academies, we aim to provide a Catholic education for all our pupils. At a Catholic academy, Catholic doctrine and practice permeate every aspect of the school's activity. It is essential that the Catholic character of the school's education be fully supported by all families in the academy. We therefore hope that all parents will give their full, unreserved and positive support for the aims and ethos of the school. This does not affect the right of an applicant who is not Catholic to apply for and be admitted to a place at the academy in accordance with these admission arrangements. The Our Lady of Lourdes Catholic Multi-Academy Trust is the admission authority for all the schools within the Trust and is responsible for determining the admissions policy. On behalf of the Trust the admissions are coordinated by the relevant Local Authority. All decisions relating to admission applications will be taken by the local governing body of the school applied for.

Application Procedure and Timetable

Applications must be made on the Common Application Form provided by your home Local Authority, by the national closing date of 15th January. In addition, all applicants wishing to apply for a place under a faith criterion (oversubscription criteria 1-7) should complete the Supplementary Information Form. This form available from the schools. The completed form, together with any required evidence, (see notes 3-8), should be returned to each Catholic school for which a preference has been specified, also, by the national closing date of 15th January. For ranking within one of the faith criteria: If you do not provide the additional required evidence and return it by the closing date your child will be ranked in a lower admissions category and this may affect your child's chances of being offered a place.

All Applications - How places are allocated

The Local Authority forward details of all applicants to the relevant school local governing body. Using the information on both the Common Application Form and the Supplementary Form, each school local governing body draws up a ranked list using the oversubscription criteria listed below. The Local Authority then allocates places on behalf of the school up to the admissions number. When a place can be offered at more than one of the schools listed on your application, the Local Authority will offer a place at the highest preferred school where a place is available.

Admission of Children below Compulsory School Age, Deferred Entry and Summer Born Children

A child's parents may defer the date at which their child, if they are below compulsory school age, is admitted to the school, until later in the school year but not beyond the point at which they reach compulsory school age, or beyond the beginning of the final term of the school year for which an offer was made. A child reaches compulsory school age on the prescribed day following his/her fifth birthday (or on his/her fifth birthday if it falls on a prescribed day). The prescribed days are 31st December 31st March and 31st August. The place will be held and will not be offered to another child provided the place is taken up within the same academic year. Parents can also request that their child attends school part-time until the child reaches compulsory school age. Parents who wish to request to defer a place to later in the school year or to attend school part-time are advised they should agree this with the school prior to the start of the autumn term. Parents of summer born children, i.e. a child born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday and may request that they are admitted outside of their normal age group to Reception Year rather than Year 1. However, parents need to be aware that if the request is approved (see below on decisions on applications for 'admission outside of normal age group') they will need to apply again in the next admissions round for a place in that Reception Year and should be aware that a place is not guaranteed as the application will be considered alongside all other applications in that year and the Oversubscription Criteria will still apply.

Admission of children outside their normal age group

Parents may seek a place for their child outside of the normal age group for example if the child is exceptionally gifted and talented or has experienced problems such as ill health. In addition, the parents of a summer born child, i.e. a child born between 1st April and 31st August, may request that the child be admitted out of their normal age group, to reception rather than year 1. Should you wish to seek a place for your child outside of their normal age group you should still make an application for a school place for your child's normal age group, and you should also submit a request for admission out of the normal age group. This request should be made in writing (including any supporting evidence) to the Chair of the Local Governing Body, c/o the school at the same time as the admission application is made. In addition to taking into account the views of the head teacher, including the head teacher's statutory responsibility for the internal organisation, management and control of the school, the school local governing body will take into account the views of the parents and of appropriate medical and education professionals. A decision will then be made on which age group the child should be admitted taking into account the circumstances of each case and the best interests of the child. Once that decision has been made the oversubscription criteria will be applied to determine if a place can be offered at the school. Your statutory right to appeal against the refusal of a place at a school for which you have applied is unaffected. However, the right to appeal does not apply if you are offered a place at the school but it is not in your preferred age group. The school is not required to honour a decision made by another admission authority on admission out of the normal age group. Late applications Late

applications will be administered in accordance with the Local Authority Primary Coordinated Admissions Scheme within which the school is located. You are encouraged to ensure that your application is received on time.

Applications during the school year (In-Year Applications)

Details of the application process are available from the school and from the Local Authority (see details below) within which the school is located. Once an application has been made, it will be passed to the school local governing body for consideration. Offers of places may be withdrawn if they are offered in error, a parent has not responded within 10 school days of the offer letter issue, or it is established that an offer was obtained through a fraudulent or intentionally misleading application. In cases involving school transfers that do not require a house move or where there is no need for an immediate move, arrangements may be made for the child to start school at the beginning of the following term to minimise disruption to their own and other children's education. If your application is refused you have a statutory right to appeal (see 'Appeals' below). Your appeal should be lodged within twenty school days after the date of the decision letter.

Applications for twins / multiple birth children

Where the final place available is offered to a child from a twin or multiple birth the school local governing body will normally offer places to both twins, triplets etc even if this means exceeding the published admission number as long as the governing body decides that the education of pupils in that year group would not be detrimentally affected.

Attendance at Nursery Attendance at the school's nursery or a pre-school setting on the site of the school does not guarantee that a place will be offered at the school and does not give any priority within the oversubscription criteria. In addition, for children attending the school's nursery, application to the reception class of the school must be made in the normal way, to the local authority and using the Common Application Form.

Oversubscription Criteria

Where a school has more applications than places available, the school local governing body will draw up a ranked list based on the criteria listed below and will allocate places accordingly. In accordance with legislation Pupils with an Educational Health and Care Plan (EHCP) (a plan made by the Local Authority under Section 37 of the Children and Families Act 2014 which specifies the special educational provision required for a child) which names the school will be allocated a place first. This will reduce the number of places available.

1. Catholic looked after or 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 (See Notes 1 and 2).
2. Catholic (see Note 2) children living in the parish(es) served by the school
3. Catholic (see Note 2) children living outside the parish(es) served by the school
4. Other looked after or 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 (see Note 1).
5. Catechumens, Candidates and members of Eastern Christian Churches (see Notes 3, 4 and 5)
6. Children of other Christian denominations whose membership is evidenced by a minister of religion (see note 6)
7. Children of other faiths whose membership is evidenced by a religious leader (see note 7)
8. Any other children not within categories 1-7.

First priority within the individual criteria will be given to applications for children who will have siblings (see Note 8) attending the school in years R - 6 at the proposed time of admission.

Distance Measurement

Within each criterion applications will be ranked on distance with priority given to children who live nearest to the academy using the same method of measurement as used by the Local Authority within which the academy is located. **North East Lincolnshire:** Distance will be measured by the safest walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system.

Tie Breaker

In a very few cases, it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place (e.g. children who live at the same address or have the same distance measurement). In this exceptional situation, if there is no other way of separating the applications then the school local governing body will admit the additional child above the published admission number. If, however, and subject to the limited exceptional circumstances set out in the School Admissions Code 2021 (2.16) where additional children may be admitted, where admission would result in the legal limit of 30 children being exceeded, then the place will be allocated by the drawing of lots supervised by someone independent of the school.

NOTES (THESE FORM PART OF THE OVERSUBSCRIPTION CRITERIA)

1. 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 in accordance with 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 and children who were adopted under section 46 of the Adoption and Children Act 2002. Child arrangements orders are defined in section 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. 'Catholic' means a member of a Church in full communion with the See of Rome. This includes the Eastern Catholic Churches. This will be evidenced by a certificate of baptism in a Catholic Church or a certificate of reception into full communion with the Catholic Church signed by a Catholic Priest and stamped with the parish stamp. For the purposes of this policy, it includes a looked after child who is part of a Catholic family where a letter from a priest demonstrates that the child would have been baptised or received if it were not for their status as a looked after child (i.e. a looked after child in the process of adoption by a Catholic family). For a child to be ranked as Catholic within the oversubscription criteria, evidence of Catholic baptism or reception into the Church will be required. Those who have difficulty obtaining written evidence of baptism should contact their Parish Priest.
3. 'Catechumen' means a member of the catechumenate of a Catholic Church. This will be evidenced by a certificate of reception into the order of catechumens or a letter of verification signed by the parish priest and stamped with the parish stamp.
4. 'Candidate' means a candidate for reception into the Catholic Church. This will be evidenced by a letter of verification signed by the parish priest and stamped with the parish stamp.
5. 'Eastern Christian Church' includes Orthodox Churches and is evidenced by a certificate of baptism or reception from the authorities of that Church.
6. 'Children of other Christian denominations' means children who belong to other churches and ecclesial communities which, acknowledge God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in

obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service to the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England (CTE) and Churches Together in Wales (CYTUN) are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. Evidence will be a Baptism Certificate, a Certificate of Dedication or a letter of verification confirming the membership of the child signed by the minister of religion for that church.

7. 'Children of other faiths' means children who are members of a religious community that does not fall within the definition of 'other Christian denominations' at note 7 above and which falls within the definition of a religion for the purposes of charity law. The Charities Act 2011 defines religion to include: A religion which involves belief in more than one God, and A religion which does not involve belief in a God. Case law has identified certain characteristics which describe the meaning of religion for the purposes of charity law, which are characterised by a belief in a supreme being and an expression of belief in that supreme being through worship. This is evidenced by a Baptism Certificate, a Certificate of Dedication or a letter of verification confirming the membership of the child signed by the religious leader of the community.
8. 'Siblings' means a child who lives as a brother or sister in the same house, including natural brothers or sisters with either one or both parents in common, adopted brothers or sisters, stepbrothers or sisters, foster brothers or sisters, or the child of a parent'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. It also includes natural brothers or sisters where the child for whom the school place is sought is not living in the same family unit as the same address as that sibling.
9. A 'parent' means all-natural parents, any person who is not a parent but has parental responsibility for a child, and any person who has care of a child.
10. Home Address: The governors of each school use the same definition as used by the Local Authority within which the school is located and these are set out below: **North East Lincolnshire:** For admission purposes, the home address is where a child usually lives with their parent or carer. You must not give the address of a childminder or relative. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid
11. For the purposes of this policy, parish boundaries are as shown on the map available on the school website

East Ravendale Church of England (voluntary controlled) Primary School Admissions Policy 2027-2028

Our school serves its community by providing an education of the highest quality within the context of Christian belief and practice. It is a school for the whole community whilst it seeks to offer a Christian based education to all children; grounded in the Diocesan vision of "excellence, exploration and encouragement within the love of God". The school values the involvement of all parents in supporting the school's Christian ethos. As a Church of England school, we hold regular Christian collective worship and festivals, both in school and in Church.'

If the number of applications for places at the school is higher than the Published Admission Number (PAN) set for the school, applications will be considered against the criteria set out below. After the admission of children with an Education, Health and Care Plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which children will be given places. **(In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.)**

1. Looked after children - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).
2. Living in the catchment area.
3. Having brothers or sisters who are already at the school.
4. Is attending the pre-school at the time of application.
5. The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route vehicles on adopted roads), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. The admissions transfer letter will give you more information or you can contact the Schools Admissions Team for more advice.

The last criteria is also used as a tie-breaker. Whenever two children have the same priority based on any of the higher criteria the child who lives closest to the school will be given the higher priority.

Notes

1. **Children who have an Education, Health and Care Plan (EHCP) where the school is recorded in the plan** - These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan, the school must admit the child.
2. **Looked after children** - The definition of a 'looked after child' is a person under the age of 18 who is provided with accommodation by a local authority, acting in its social services capacity, for a continuous period of more than 24 hours, by agreement with the parents or in accordance with section 22 of the Children's Act 1989. Previously looked after refers to those children who immediately after being looked after became subject to an adoption order, child arrangements order (under the provisions of the Children and Families Act 2014), or specialist guardianship order (under Section 14A of the Children Act 1989). Children looked after under an agreed series of short term placements (respite care) are excluded.
3. **Rules for residence** - On 31 December of the year before your child is due to go to primary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given.
4. **Rules for siblings** - Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not. In the case of first admission to school the panel would have to have regard to Infant Class Size legislation.
5. **Rules for Pre-school** - This refers to children who have attended pre-school, at least three hours a week, before entry into EYFS2.

Admission of children outside their normal age group

Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools). All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

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EDWARD HENEAGE PRIMARY ACADEMY– ADMISSIONS POLICY FOR ACADEMIC YEAR 2027 – 2028

The David Ross Education Trust is the Admission Authority for this academy.

Applying for a place at the academy in the normal admissions round

Admissions arrangements will be in line with the existing Schools Admissions Code, the Schools Admissions Appeals Code and the Admissions Law as it applies to maintained schools and academies. The normal admissions round is the period during which parents/carers can apply for state-funded school places at the academy's normal point of entry which is Reception.

Parents/Carers of children living in North East Lincolnshire should complete North East Lincolnshire Council's (local authority) Common Application Form (CAF)1 and submit this directly to the local authority by the deadline, 15 January 2027. <https://www.nelincs.gov.uk/schools-and-education/schooladmissions/apply-for-a-school-place/> Parents/carers of children who do not live in North East Lincolnshire should use the application form provided by their home local authority, regardless of which local authority their preferred schools are in. All parents/carers who submit an on-time application (i.e. by midnight on 15 January) will receive an offer of a school place directly from their local authority on National Offer Day (16 April or the next working day). The academy will not contact parents/carer about the outcome of their application until the offer from the local authority has been sent. Late applications will not be considered until after National Offer Day in rounds of reallocations as per the LA's co-ordinated scheme.

Please note, attendance at Edward Heneage's Nursery does not guarantee admission at the academy. An application must be made for any transfer from nursery to primary.

Number of Places (Published Admissions Number or PAN)

The academy has a PAN of 30 for admission to Reception. Places will first be allocated to children who have an Education, Health and Care (EHC) Plan that names the academy as appropriate provision. If less applications are received than the number of places available, all children will be offered a place.

Oversubscription Criteria

When there are more applications for places than there are places available and after the admission of children with an Education, Health and Care Plan (EHCP) naming the school, priority will be given in the following order:

1. Looked after children and all 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. See definitions a) and b).
2. Children with a sibling on roll at the time of admission. See definition c)
3. Being resident in the catchment area of the academy: See definition d) for rules relating to residence.
4. The distance from the child's permanent home address to the academy. We will give priority to those living nearest to the Academy (if there is more than one route, the distance measured is the shortest available safe route for pedestrians). See definition d) relating to home address. Geographical Distance will be measured by the shortest available safe walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Allocation to PAN

If there are more applications than places available, we will apply the oversubscription criteria listed above. The oversubscription criteria are listed in the order we apply them. If it is necessary to distinguish between more than one applicant in any criteria, the next criteria will be applied until the tiebreaker is used.

Tie-breaker

If two or more applications cannot otherwise be separated and there is only one place available, random allocation will be used to determine who should be allocated the place. This process will be supervised by someone independent of the academy and Trust.

Children below compulsory school age

A child reaches compulsory school age on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August. Where children below compulsory school age are offered a place at a school:

1) that child will be entitled to a full-time place in the September following their fourth birthday. 2) Parents/carers can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age, and not beyond the beginning of the final term of the school year for which the offer was made. 3) Where parents/carers wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age. Please discuss any of the above with academy once a place has been offered

Requests for admission outside the 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. In addition, the parents of a summer born child (those born between 1 April and 31 August) may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1. i. Requests for admission to Reception outside the normal age group (summer born children) Parents/carers of summer born children who do not reach compulsory school age until a full year after they would normally start school, may wish to delay their child's start to school until the September following the child's 5th birthday. If parents wish to delay their summer born child's start at school until the September after their 5th birthday, the expectation is that they will join their normal age group as they move from Reception to Year 1. Parents should make an in-year application in the summer term for a Year 1 place in September. If parents do not want their child to

miss their Reception year, they may instead request that their child be admitted out of their normal age group, i.e. into Reception instead of Year 1. Please note, this is a 'request' and parents do not have the right to insist that their child is admitted to a particular age group. The Trust's Admissions Committee is responsible for making the decision about which year group a child should be admitted to. Parents/carers are advised to still make their application for a Reception place for their child's normal year of entry. If it is agreed that an application for Reception out of the normal age group will be accepted, this application for their normal age group can be withdrawn. In addition to the above, parents/carers wishing to seek a place for their child out of the normal age group for Reception at should make a formal request in writing (email is sufficient) directly to the academy giving some information about their child and explaining why they believe it would be in their best interests to be educated out of their normal age group and not miss Reception. Parents can provide any additional evidence to support their request as this information will help the Trust's Admissions Committee to make their decision. The request will be passed to the Trust's Admissions Committee who will then consider the request and decide on the best year group for the child to start school in, on the basis of the circumstances of the case and in the best interests of the child concerned. The Trust's Admissions Committee will then respond to parents/carers in writing, letting them know the reasons for their decision about the year group the child should be admitted to. If it has been decided that the child should start school in Reception out of the normal age group, the parent/carer will then need to make an application for a place in Reception in the normal admissions round in the following academic year. ii. General requests for admission outside the normal age group

Parents/carers wishing to seek a place for their child out of their normal age group at the academy for any other year group than reception, or for reception after the start of the new school year in September, must put their request in writing to the academy in the first instance, giving some information about their child and explaining why they would like to apply for a place out of the normal age group. Parents/carers should also indicate in their request whether the child has been educated out of their normal age group at the current/previous school. The academy will pass the request to the Trust's Admissions Committee who will then consider the request and make a decision on the appropriate year group for the child on the basis of the circumstances of each case and in the best interests of the child concerned. The Trust's Admissions Committee will then respond to parents/carers in writing, letting them know the reasons for their decision about the year group the child should be admitted to. Once the year group has been agreed, an application for that year group can be processed. Parents/carers do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

In-Year Admissions (applications outside of the normal admission round)

An in-year admission refers to an application for an academy place made during the school year or an application for admission to the academy made at the start of the school year for any year group other than the normal year of entry. The local authority co-ordinates the academy's in-year admissions, and any application for an in-year admission will need to be made through the local authority. In-year admissions forms can be obtained from the local authority at <https://www.nelincs.gov.uk/schools-and-education/school-admissions/applyfor-a-school-place/>. In the event that this would cause an infant class to be unlawfully large or would cause prejudice to the provision of efficient education or the efficient use of resources it may be necessary to refuse a place although the year group has not reached the academy's published admission number. Where there are more applications than available places in the year group, the academy will prioritise applications by using the oversubscription criteria referenced in section 3 of this policy.

Multiple Births and Brothers and Sisters in the Same Year Group. If twins or multiple birth children are split by operation of the oversubscription criteria, the academy will go above its published admission number to accommodate those 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. If brothers and sisters in the same year group are split by operation of the oversubscription criteria, the school will go above its published admission number to accommodate those 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.

Definitions

Looked after children: A 'looked after child' is a child who, at the time of making an application to a school, is: i. In the care of a local authority, or ii. being provided with accommodation by a local authority in exercise of its social services functions (see the definition in Section 22(1) of the Children Act 1989).b) Previously looked after children: Previously looked after children are children who were looked after, but ceased to be so because they: i. were adopted under the Adoption Act 1976 (see Section 12 adoption orders) or the Adoption and Children Act 2002 (see Section 46 adoption orders), or ii. became subject to a child arrangements order (as defined in Section 8 of the Children Act 1989 and as amended by Section 12 of the Children and Families Act 2014), or iii. became subject to a special guardianship order (see Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians)). **Previously looked after children** 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. 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.

Siblings: A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion. For School Admissions purposes, the term sibling includes: 1) half-brothers and half-sisters 2) step-brothers and step-sisters 3) adopted children 4) children in foster care 5) children living in the same family unit, even if they are not biological brothers and sisters –for example when the parents are not married or in a civil relationship.

Home Address: When we refer to a child's home address, we mean the address at which the child normally resides with their parent/carer at the time of application. When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night –Thursday night inclusive). If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address.

ENQUIRE LEARNING TRUST - ADMISSIONS POLICY 2027-2028

(For Eastfield Primary, Elliston Primary, Enfield Academy of New Waltham, Humberston Cloverfields, Laceby Acres, Middlethorpe Primary, Springfield Primary, Welholme Primary)

Aims

This policy aims to: • Explain how to apply for a place at the school • Set out the school's arrangements for allocating places to the pupils who apply • Explain how to appeal against a decision not to offer your child a place

Definitions

The normal admissions round is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by their home local authority.

Looked After Child - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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).

A child reaches compulsory school age on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August.

Rules for siblings - Included in this factor are step siblings, foster siblings and adopted siblings living at the same address at the expected time of admission.

Rules for Early Years Pupil Premium - Children who are in a nursery class which is part of the academy. Early years pupil premium is additional funding paid to support disadvantaged children receiving government – funded early education, as per Section 7 of the Childcare Act 2006. The pupil premium is additional funding paid annually to schools under Section 14 of the Education Act 2002 for the purposes of supporting the attainment of disadvantaged children. LT 6 The service premium is additional funding paid annually to schools under Section 14 of the Education Act 2002 for the purposes of supporting the pastoral needs of the children of Armed Services personnel.

Rules for Residence - By home we mean the address where the child lives for the majority of the school term time with a parent who has parental responsibility as defined in the Children Act 1989. Or any child in the household where an adult in the household is defined as a parent for the purposes of Section 576 of the Education Act 1996. This could include a person who is not a parent but who has responsibility for her or him. It could include a child's guardians but will not usually include other relatives such as grandparents, aunts, uncles etc. unless they have all the rights, duties, powers and responsibilities and authority, which by law a parent of a child has in relation to the child and their property. Where your 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 you can show that your child spends an equal amount of time at both addresses during school term time, you can choose which address to use on the application. If you have more than one home, we will take as the home address the address where you and your child normally live for the majority of the school term time.

Children of staff at the Academy - Either: a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, or; b) where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Distance - For all North East Lincolnshire academies distance will be measure by a straight line from the front door of the child's home address (including flats) to the main entrance of the academy, using the local authorities computerised measuring system, with those living closer to the academy receiving the higher priority.

Requests for admission outside the normal age group

Parents are entitled to request a place for their child outside of their normal age group. Parents may request that their child is admitted to a year group outside their normal age range, for instance where the child is gifted or talented or where a child has suffered from particular social or medical issues impacting on his or her schooling.

Decisions on requests for admission outside the normal age group will be made on the basis of the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- Parents' views
- 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
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely
- The Principal's views

Wherever possible, requests for admission outside a child's normal age group will be processed as part of the main admissions round. They will be considered on the basis of the admission arrangements laid out in this policy, including the oversubscription criteria listed in section 6. Applications will not be treated as a lower priority if parents have made a request for a child to be admitted outside the normal age group. Parents will always be informed of the reasons for any decision on the year group a child should be admitted to. Parents do not have a right to appeal if they are offered a place at the school, but it is not in their preferred age group. ID Checks must take place on ALL admissions for both child and parents / carers.

Oversubscription criteria

All children whose Education, Health and Care (EHC) Plan names the school will be admitted before any other places are allocated.

If the school is not oversubscribed, all applicants will be offered a place.

In the event that the school receives more applications than the number of places it has available, places will be given to those children who meet any of the criteria set out below, in order until all places are filled.

1. A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear (to the admissions authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. 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) .
2. Priority will next be given to children with siblings at the school (in Reception to Year 6) at the point of admission. Siblings include step siblings, foster siblings and adopted siblings living at the same address. Priority will not be given to children with siblings who are former pupils of the school at the time of admission.
3. Pupils who are eligible for Early Years Pupil Premium and are in a nursery class which is part of the academy. This is applicable to all academies outlined in 7.1 with the exception of Keelby and Laceby Acres Primary Academies. Admission authorities may give priority in their oversubscription criteria to children eligible for the early years pupil premium, the pupil premium, or the service premium who: a) are in a nursery class which is part of the school; or b) attend a nursery that is established and run by the school. The nursery must be named in the admission arrangements, and its selection must be transparent and made on reasonable grounds.
4. Priority will next be given to children of staff at the academy, in either of the following circumstances: The member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, or The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. Pupils whose main residence is within the catchment area. Parents can view each academy catchment area through their local authority website. NB; criterion 3 is not applicable in full to Lincolnshire or Tameside academies because they do not have catchment areas.
6. Distance For all North East Lincolnshire academies distance will be measure by a straight line from the front door of the child's home address (including flats) to the main entrance of the academy, using the local authorities computerized measuring system, with those living closer to the academy receiving the higher priority.

Tie break

In the case of 2 or more applications that cannot be separated by the oversubscription criteria outlined above, the school will use the distance between the school and a child's home as a tie breaker to decide between applicants. Priority will be given to children who live closest to the school. Distance will be measured as outlined above in criterion 5. A child's home address will be considered to be where he/she is resident for the majority of nights in a normal school week. Where the distance between 2 children's homes and the school is the same, random allocation will be used to decide between them. This process will be independently verified.

In-year admissions

You can apply for a place for your child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose EHC plan names the school will be admitted. Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place. If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When a space becomes available it will be filled by one of the pupils on the waiting list in accordance with the oversubscription criteria listed in section 6.2 of this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest. Applications for in-year admissions should be sent to your local authority as listed in section 4 of this policy.

Deferred entry or admission below compulsory school age.

Where a place has been offered and accepted: a) Your child is entitled to a full-time place in the September following their fourth birthday. b) You can defer the date your child is admitted to the school until later in the school year, but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made. c) Parents can also request that their child may attend part-time until later in the school year until the child reaches compulsory school age.

FAIRFIELD ACADEMY ADMISSIONS POLICY FOR ACADEMIC YEAR 2027 - 2028

The David Ross Education Trust is the Admission Authority for this Academy.

Arrangements for applications for places in Reception at Fairfield Academy will be made in accordance with North East Lincolnshire Council's co-ordinated admission arrangements; Fairfield Academy will adhere to the timescales outlined in the North East Lincolnshire Council's Co-ordinated admissions scheme. For these applications and the relevant Local Authority will make the offers of places on our behalf as required by the School Admissions Code.

Published Admission Number (PAN) - The PAN for Reception is 45. If there are fewer applicants than places available all applicants will be admitted. Please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.

Special Educational Needs - In accordance with legislation the allocation of places for children with an Education, Health and Care Plan (Children and Families Act 2014) naming the school in the plan will take place first. Remaining places will be allocated in accordance with this policy.

Oversubscription Criteria - If there are more applications than places available, we will apply the oversubscription criteria listed below. The oversubscription criteria are listed in the order we apply them. If it is necessary to distinguish between more than one applicant in any criteria, the next criteria will be applied until the tie-breaker is used.

1. Looked after children and all 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. See definitions a) and b).
2. Children with a sibling on roll at the time of admission. See definition c)
3. Being resident in the catchment area of the academy. See definition d) for rules relating to residence.
4. The distance from the child's permanent home address to the academy. We will give priority to those living nearest to the academy (if there is more than one route, the distance measured is the shortest available safe route for pedestrians). See definition d) relating to home address. Geographical Distance will be measured by the shortest available safe walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Tie-breaker - 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.

Multiple Births and Brothers and Sisters in the Same Year Group - If twins or multiple birth children are split by operation of the oversubscription criteria, the school will go above its published admission number to 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. If brothers and sisters in the same year group are split by operation of the oversubscription criteria, the school will go above its published admission number to 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.

Children below compulsory school age - A child reaches compulsory school age on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are 31 December, 31 March and 31 August. Where children below compulsory school age are offered a place at a school: 1) that child will be entitled to a full-time place in the September following their fourth birthday. 2) Parents/carers can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age, and not beyond the beginning of the final term of the school year for which the offer was made. 3) Where parents/carers wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age. Please discuss any of the above with academy once a place has been offered.

Requests for admission outside the 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. In addition, the parents of a summer born child (those born between 1 April and 31 August) may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1. Requests for admission to Reception outside the normal age group (summer born children) Parents/carers of summer born children who do not reach compulsory school age until a full year after they would normally start school, may wish to delay their child's start to school until the September following the child's 5th birthday. If parents wish to delay their summer born child's start at school until the September after their 5th birthday, the expectation is that they will join their normal age group as they move from Reception to Year 1. Parents should make an in-year application in the summer term for a Year 1

place in September. If parents do not want their child to miss their Reception year, they may instead request that their child be admitted out of their normal age group, i.e. into Reception instead of Year 1. Please note, this is a 'request' and parents do not have the right to insist that their child is admitted to a particular age group. The Trust's Admissions Committee is responsible for making the decision about which year group a child should be admitted to. Parents/carers are advised to still make their application for a Reception place for their child's normal year of entry. If it is agreed that an application for Reception out of the normal age group will be accepted, this application for their normal age group can be withdrawn. In addition to the above, parents/carers wishing to seek a place for their child out of the normal age group for Reception at should make a formal request in writing (email is sufficient) directly to the academy giving some information about their child and explaining why they believe it would be in their best interests to be educated out of their normal age group and not miss Reception. Parents can provide any additional evidence to support their request as this information will help the Trust's Admissions Committee to make their decision. The request will be passed to the Trust's Admissions Committee who will then consider the request and decide on the best year group for the child to start school in, on the basis of the circumstances of the case and in the best interests of the child concerned. The Trust's Admissions Committee will then respond to parents/carers in writing, letting them know the reasons for their decision about the year group the child should be admitted to. If it has been decided that the child should start school in Reception out of the normal age group, the parent/carer will then need to make an application for a place in Reception in the normal admissions round in the following academic year. ii. General requests for admission outside the normal age group Parents/carers wishing to seek a place for their child out of their normal age group at the academy for any other year group than reception, or for reception after the start of the new school year in September, must put their request in writing to the academy in the first instance, giving some information about their child and explaining why they would like to apply for a place out of the normal age group. Parents/carers should also indicate in their request whether the child has been educated out of their normal age group at the current/previous school. The academy will pass the request to the Trust's Admissions Committee who will then consider the request and make a decision on the appropriate year group for the child on the basis of the circumstances of each case and in the best interests of the child concerned. The Trust's Admissions Committee will then respond to parents/carers in writing, letting them know the reasons for their decision about the year group the child should be admitted to. Once the year group has been agreed, an application for that year group can be processed. Parents/carers do not have a right to appeal if they are offered a place at the academy, but it is not in their preferred age group

In-year admissions - An in-year admission refers to an application for an academy place made during the school year or an application for admission to the academy made at the start of the school year for any year group other than the normal year of entry. The local authority co-ordinates the academy's in-year admissions, and any application for an in-year admission will need to be made through the local authority. In-year admissions forms can be obtained from the local authority at <https://www.nelincs.gov.uk/schools-and-education/school-admissions/applyfor-a-school-place/> In the event that this would cause an infant class to be unlawfully large or would cause prejudice to the provision of efficient education or the efficient use of resources it may be necessary to refuse a place although the year group has not reached the academy's published admission number. Where there are more applications than available places in the year group, the academy will prioritise applications by using the oversubscription criteria referenced in section 3 of this policy.

Definitions

Children who have an **Education, Health and Care Plan (EHCP)** where the school is recorded in the plan.

These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan the school must admit the child.

Looked after children: A 'looked after child' is a child who, at the time of making an application to a school, is: i. In the care of a local authority, or ii. being provided with accommodation by a local authority in exercise of its social services functions (see the definition in Section 22(1) of the Children Act 1989).

Previously looked after children: Previously looked after children are children who were looked after, but ceased to be so because they: i. were adopted under the Adoption Act 1976 (see Section 12 adoption orders) or the Adoption and Children Act 2002 (see Section 46 adoption orders), or ii. became subject to a child arrangements order (as defined in Section 8 of the Children Act 1989 and as amended by Section 12 of the Children and Families Act 2014), or iii. became subject to a special guardianship order (see Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians). Previously looked after children 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. 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.

Rules for Siblings - A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion. For School Admissions purposes, the term sibling includes: 1) half-brothers and half-sisters 2) step-brothers and step-sisters 3) adopted children 4) children in foster care 5) children living in the same family unit, even if they are not biological brothers and sisters –for example when the parents are not married or in a civil relationship.

Rules for Residence - On 31 December of the year before your child is due to start at the academy, your child must be living in the academy's catchment area. If you move to the academy's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

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

Home Address : When we refer to a child's home address, we mean the address at which the child normally resides with their parent/carer at the time of application. When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive). If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address.

The Humberston Church of England Primary School Admissions Policy 2027-2028

The school was founded to provide education for the children of the parish of Humberston. It is a school for the whole community whilst it seeks to offer a Christian based education to all children; grounded in the Diocesan vision of:

"Believing we are called into fellowship with God who seeks the flourishing of all, we aspire to strengthen our school communities with wisdom, knowledge and understanding. Through partnerships firmly rooted in Christian hope and in the love of God, we empower all in our Church school family to love one another with humility, justice and kindness.". The school values the involvement of all parents in supporting the school's Christian ethos. As a Church of England school, we hold regular Christian collective worship and festivals, both in school and in Church.'

If the number of applications for places at the school is higher than the Published Admission Number (PAN) set for the school, applications will be considered against the criteria set out below. After the admission of children with an Education, Health and Care Plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which children will be given places. **(In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.)**

1. Looked after children (children in public care) or a child who was previously looked after.
2. Living in the catchment area.
3. Having brothers or sisters who are already at the school when your child is due to start there.
4. The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. If you would like more information or have any specific queries in relation to this you can contact the Schools Admissions Team.

Criteria 4 is also used as a tie-breaker. Whenever two children have the same priority based on criteria 2 or 3, for example, then the child who lives closest to the school will be given the higher priority.

It is really important to note that attending a school nursery or pre-school setting on a school site does not give you any priority for a place in that primary/infant school.

Notes

Children who have an education, health and care plan (EHCP) where the school is recorded in the plan - These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan, the school must admit the child.

- 1) **Looked after children** - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).
- 2) **Rules for residence (catchment)** - On 31 December of the year before your child is due to go to primary/secondary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.
- 3) **Rules for siblings** - Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school / academy at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not.

Admission of children outside their normal age group - Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary and Secondary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools) and secondary transfer to Year 7. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

Lisle Marsden Church of England Primary Academy Admissions Policy 2027-2028

The academy was founded to provide education for children of the parish of St Augustine and St Marys and St James of Great Grimsby. It is an academy for the whole community seeking to offer a Christian based education for life in all its fullness, committed to excellence and enjoyment through learning, within an enabling environment that nurtures the potential and talents of all; empowering our children with wisdom, knowledge and skills, grounded in the Christian belief that everyone is created in the image and love of God. The academy values the involvement of all parents in supporting the school's Christian ethos. As a Church of England academy, we hold regular Christian collective worship and festivals, both in school and in Church. The governing body wishes to preserve the religious character of the academy and therefore has taken this into account in determining the criteria for the allocation of places.

The academy is attended by children from 4+ to 11. Children are normally admitted in the September after their fourth birthday. All children will be considered for entry on an equal basis but in order to keep the school roll down to the numbers for which accommodation is available, it is necessary to have an annual admission number and a policy of priorities. After the admission of pupils with an Education, Health and Care Plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which pupils will be given places. **(In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.)**

For each cohort of admission these priorities are:

- 1) A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).

- 2) Up to 10 places are reserved for the children of parents who are regular worshippers at a member church of 'Churches together in Britain and Ireland'. Up to five of these will be the children of members of Anglican Churches. (Parents are asked to supply to the school the name and address of the Priest or Minister from whom a reference should be sought)
- 3) Children living in the catchment area. For Reception pupils entering the academy the child must be living in the catchment area on the 31 December the year before starting primary school.
- 4) Children who will have a brother or sister in the academy at the time of the proposed admission. (This criterion 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, and in every case, the child should be living in the same family unit at the same address).
- 5) Children of staff at the Academy - either (a) where a member of staff has been employed by the Academy for two or more years at the time the application for admission is made or (b) where a member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
- 6) Four places are reserved for the children of parents who are practising members of a faith other than Christianity. (A supporting letter from the appropriate religious leader is required).
- 7) Others – any remaining places will be allocated according to the nearest distance of residence from the academy, along the public highway.

(Distance will be measured (by the shortest 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).

Places at the academy will be allocated, and applicants informed of the outcome, on National Offer Day, proceeding the September for which admission is sought. If applications for first admission to primary school exceed the number of places available, the admissions criteria will be strictly applied.

In-Year Admissions - In the case of older children who apply to join the academy, admission will be on the basis of a place being available in the relevant class and age group. If there are more applicants than places available, the above criteria will apply. If there are no spaces available at the time of your application, your child's name will be added to a waiting list for the relevant year group, maintained by the local authority. When a space becomes available, it will be filled by 1 of the pupils on the waiting list in accordance with the allocation criteria outlined above. Priority will not be given to children on the basis that they have been on the waiting list the longest. Parents will be notified of the outcome of their in-year application in writing within 15 school days.

Admission of children outside their normal age group - Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary School Admissions Coordinated Schemes i.e. for entry into Year Reception. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school/academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

New Waltham Academy - Admissions Policy 2027-2028

If the number of applications for places at the school is higher than the Published Admission Number (PAN) set for the school, applications will be considered against the criteria set out below. After the admission of children with an Education, Health and Care Plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which children will be given places. **(In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.)**

1. Looked after children - children in public care or a child who was previously looked after.
2. Having brothers or sisters who are already at the school.
3. Living in the catchment area.
4. Children of Staff
5. Attending the school's Nursery

The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. The admissions transfer letter will give you more information or you can contact the Schools Admissions Team for more advice.

The last criteria is also used as a tie-breaker. Whenever two children have the same priority based on any of the higher criteria the child who lives closest to the school will be given the higher priority.

Notes

Children who have an Education, Health and Care Plan (EHCP) where the school is recorded in the plan These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan, the school must admit the child.

Looked After Children and Previously Looked after Children The definition of a 'looked after child' is a person under the age of 18 who is provided with accommodation by a local authority, acting in its social services capacity, for a continuous period of more than 24 hours, by agreement with the parents or in accordance with section 22 of the Children's Act 1989.

Previously looked after refers to those children who immediately after being looked after became subject to an adoption order, child arrangements order (under the provisions of the Children and Families Act 2014), or specialist guardianship order (under Section 14A of the Children Act 1989). Children looked after under an agreed series of short term placements (respite care) are excluded.

Rules for siblings Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school / academy at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not.

Rules for residence (catchment) On 31 December of the year before your child is due to go to primary/secondary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

Children of staff at the school a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Nursery A child must be attending the Academy's Nursery at the time of application.

Admission of children outside their normal age group Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary and Secondary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools) and secondary transfer to Year 7. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

OLD CLEE PRIMARY ACADEMY - ADMISSION POLICY 2027-2028

The Academy Ethos - We are a nurturing, safe, friendly Academy, rooted in strong moral values; we strive to reach the highest standards, equip children with a love of learning, high aspirations and expectations, which lie at the heart of school life. We support children to develop confidence, self-esteem and respect. We work fully, inclusively and respectfully with our parents who are the heart of our community and hold us in high regard. The governing body welcomes children regardless of aptitude or ability.

We will always give priority to those who have actually applied for a place over those who fulfil any of the criteria but have not actually applied.

If the number of applications for places at the Academy is higher than the admission number set for that year group, we will use the following factors, in priority order, to decide which students will be given places. **After the admission of pupils with an Education, Health and Care plan (EHCP) where Old Clee Primary Academy is recorded in the plan, we will use the following factors, in priority order, to decide which pupils will be given places.**

1. Looked after children (children in public care) or a child who was previously looked after.
2. Having brothers or sisters who are already at the academy when your child is due to start there.
3. Living in the catchment area.
4. Geographical. We will give priority to those living nearest to the Academy (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), 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.

Criteria 4 is also used as a tie-breaker. Whenever two people have the same priority based on criteria 2 or 3 then the child who lives closest to the academy will be given the higher priority.

Notes

Children who have an Education, Health and Care Plan (EHCP) where the Academy is recorded in the plan.

These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan the school must admit the child.

Looked after children - The definition of a 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).

Rules for Siblings - Included in this factor are stepbrothers and sisters and half-brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the academy at the expected time of admission. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and other(s) is/are not. In the case of first admission to the Academy the panel would have to have regard to Infant Class Size Legislation.

Rules for Residence - On 31 December of the year before your child is due to start at the Academy, your child must be living in the Academy's catchment area. If you move to the Academy's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

Geographical - Distance will be measured by the shortest 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.

Admission of children outside their normal age group

Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary School Admissions Coordinated Schemes i.e. for entry into Year Reception. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / Academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / Academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school

ORMISTON SOUTH PARADE PRIMARY ACADEMY - ADMISSION POLICY 2027-2028

This policy is designed to ensure there is an open and fair admissions procedure for all applicants and to help guide parents and their children through the application process. The academy's admissions arrangements will not disadvantage unfairly, either directly or indirectly, a child from a particular social or racial group, or a child with a disability or special educational needs, and that other academy policies do not discourage parents from applying for a place for their child.

This policy details the academy's arrangements for admissions and will apply to all admissions from 1 September 2027 to 31 August 2028. This includes in-year admissions within this period.

Academy admissions

The academy admits students between the ages of 2 and 11 years. The main intakes are: Early years comprising of Pre-school (2-3 years) and Nursery/Foundation 1 (3-4 years) Primary comprising of Reception/Foundation 2 (4-5 years) Key Stage 1 and 2 (5-11 years)

We encourage entry at the academy's main intake time so as to aid academic progression without interruption, however, applications are welcome for entry in any year, providing places are available.

Definitions

The academy uses the following definitions when applying this policy:

Distance - This is the straight line distance between the academy main gate and the child's home address (front door).

The distance will be measured using the NELC computerized measuring system. Where two dwellings with the same front entrance the closest dwelling to the front door (lower floor and counting clockwise) will be regarded as being closer to the academy.

Dual address - Where a child lives at two different addresses, the 'home' address will be determined as the address at which the child resides for the majority of school nights. School nights are Sunday night to Thursday night inclusive. In a case where the child spends an equal number of school nights at each address, then the address where the child benefit is paid will be used. Where no child benefit is claimed the address used to register the child with a doctor will be used.

Catchment area - Please refer to North East Lincolnshire School Admission Arrangements.

Siblings - A sibling is defined as: A brother or sister (including half brothers or sisters) who shares one or both parents, whether or not resident in the same household; A step-brother or sister where the two children are related by a parent's marriage; An adopted or foster child living in the same household under the terms of the resident's order; Another child living in the same household where the adult has parental responsibility. In the case of twins or other children from multiple births (two or more siblings in one year group) and where only one place is available, the application will be considered together as one application.

Admission of children outside their normal age group - Parents may seek a place for their child outside their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. If parents wish to do this they must contact, in the first instance, the Academy Principal. Contact with the academy must be made at the earliest opportunity to avoid any delays in the application process. The decision whether a child is admitted outside of their normal age group will be made on a case by case basis by the academy's governing body. A panel of at least three governors will consider the admission request based on the student's: Academic ability; Social and emotional development; Views of the parents and principal; and Any additional relevant information available. The panel will have to be satisfied that the child would be able to cope with the work of the year applied for and that the student would be able to cope with the personal development whilst being with a year group who are of a different age. In order to support any application parents will need to submit evidence to demonstrate that the admission into a different year group is in the best interests of the child. Once the governing body has made a decision the child can then apply to the academy using the process detailed in this policy. Parents have a statutory right to appeal against the refusal of a place however this right does not apply if the child is offered a place at the academy but it is not in their preferred age group.

Number of spaces (PAN) - The academy has an agreed admission number of 75 to Reception. Infant classes (those where the majority of children will reach the age of 5, 6 or 7 during the academic year) will not contain more than 30 pupils with a single teacher unless they are admitted under limited exceptional circumstances as detailed in the admissions code.

Deferred entry and part-time attendance for children below compulsory school age - A child may start at the academy in the academic year in which he/she reaches the age of 5. Where the child has not yet reached compulsory school age (5 years old), the child is entitled to a full-time place and parents may choose for their child to attend full time. Alternatively, parents may choose for their child to attend part time until their child attains compulsory school age. If parents do not consider their child is ready to start school, then they may defer entry altogether to later in the school year but not beyond the point at which the child reaches compulsory school age or not beyond the beginning of the final term in the school year (whichever is the sooner). Where deferral is chosen by the parent, the place will be held and not offered to another applicant. Summer born children (which refers to children born from 1 April to 31 August) are not required to start school until a full year after the point at which they could first have been admitted – this will be the point at which other children in their age range are beginning year 1. The place will be held and not offered to another applicant. In the event of a decision to defer for the entire reception year, should the parent wish their summer born child still to be admitted to reception, rather than with their normal age group into year 1, they may request that the child is admitted out of their normal age group. Please note that a fresh application for admission will need to be made and will be processed in accordance with the academy's admission arrangements. It is possible that the child may not be offered a place in the subsequent admission process. Discussions with the academy are strongly recommended prior to making a decision to defer entry for an entire year and to be admitted to reception in September [2028].

If the number of applications is less than the number of spaces then all children will be offered places.

Oversubscription criteria - If the school is oversubscribed, after the admission of pupils with a Statement of Special Educational Needs or Education, Health and Care Plan where the school is named in the Statement or Plan, priority for admission will be given to those children who meet the criteria set out below, in order:

- 1) Looked after children and those who were previously looked after but immediately after being looked after was adopted or became subject to a child arrangements order or special guardianship order. A Looked After Child is either a child who is in the care of a local authority, or being provided with accommodation by a local authority in the exercise of their social services functions (definition used in Section 22(1) of the Children Act 1989); or, 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. Previously Looked After Children are those who were previously looked after but immediately after being looked after were adopted or became subject to a child arrangements order or special guardianship order.
- 2) Children with a sibling attending the school at the time of application.
- 3) Living in the catchment area as defined by the local authority.
- 4) Other children by distance from the school, with priority for admission given to children who live nearest to the school as measured by using Ordnance Survey data to plot an address in this system. Distances are measured from the main entrance of the child's home to the main entrance of the school as specified in the school information pack.

Random allocation will be used as a tie-break in category '4' above to decide who has highest priority for admission if the distance between two children's homes and the school is the same. This process will be independently verified.

In-year admissions - Applications for in-year admissions are considered in the same way as those made at the beginning of the academic year and are dealt with in accordance with the local authority's Fair Access Protocol. In-year admissions forms can be obtained from NELC or the Academy office. Students included in the Fair Access Protocol will take precedence over those held on the waiting list. Once a student has been identified for admission to the academy under the Fair Access Protocol the academy will notify the local authority within seven calendar days of the decision to accept or refuse the student's admission. If the academy refuses entry, the local authority may request a direction from the Education Funding Agency (on behalf of the Secretary of State). The academy will set out its reasons for refusal in writing to the local authority within 15 calendar days (for CLA this is reduced to seven calendar days) and may make further representations directly to the EFA (these will be made within seven calendar days). The decision of the Secretary of State will be binding upon the academy.

Pilgrim Academy - Admission Policy 2027-2028

The published admission number (PAN) for 2027 - 2028 is: Reception – 30.

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

Pilgrim, 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 Council.
4. Attending Pilgrim Academy Nursery which is a member of Tollbar Multi Academy Trust
5. Children of staff employed by the Pilgrim Academy.
6. Proximity to the Academy.

Criterion 6 may be used as a tiebreaker.

Tie-breaker - Distance will be used as a tiebreaker 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.

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).

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 limit.

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.

Rules for Nursery School - A child must be attending the Pilgrim Nursery at the time of application which is a member of the Multi Academy Trust.

Children of staff at the Academy - This applies Where a member of staff (both teaching and support staff) has been employed Pilgrim 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.

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.

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.

In-Year Applications

The Academy will receive applications for any academic year. To apply for a place during a school year please complete the Academy's application form. This can be obtained at Pilgrim Academy - Admissions or by telephoning 01469 572 368. You can also apply via North East Lincolnshire Council

Reynolds Academy – Admission Policy 2027-2028

The published admission number (PAN) for 2027 - 2028 is: Reception – 60.

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

Reynolds, 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.
4. Attending Reynolds Academy Nursery which is a member of Tollbar Multi Academy Trust
5. Children of staff employed by the Reynolds Academy.
6. Proximity to the Academy.

Criterion 6 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.

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).

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 limit.

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.

Rules for Nursery School – A child must be attending the Reynolds Nursery at the time of application which is a member of the Multi Academy Trust.

Children of staff at the Academy - This applies Where a member of staff (both teaching and support staff) has been employed Pilgrim 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.

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.

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.

In -Year Applications - The Academy will receive applications for any academic year. To apply for a place during a school year please complete the Academy's application form. This can be obtained at Reynolds Academy - Admissions or by telephoning 01472 691 797. You can also apply via North East Lincolnshire Council.

Scarcho Gateway Academy - Admissions Policy 2027-2028

The published admission number (PAN) for 2027 - 2028 is: Reception – 30.

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

Scarcho 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.
4. Children of staff employed by the Scarcho Gateway Academy.
5. Proximity to the Academy.

Criterion 5 may be used as a tiebreaker.

Tie-breaker - Distance will be used as a tiebreaker 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.

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 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).

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.

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.

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.

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.

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.

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.

Scartho Infants & Nursery School - Admissions Policy 2027-2028

All schools have a Published Admission Number (PAN) for the entry year. If the number of applications for places at a particular school is higher than the Published Admission Number (PAN) set for the school, applications will be considered against the criteria set out below. After the admission of children with an education, health and care plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which children will be given places. (In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.)

1. Looked after children (children in public care) or a child who was previously looked after.
2. Living in the catchment area.
3. Having brothers or sisters who are already at the school when your child is due to start there.
4. The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. If you would like more information or have any specific queries in relation to this you can contact the Schools Admissions Team.

Criteria 4 is also used as a tie-breaker. Whenever two children have the same priority based on criteria 2 or 3, for example, then the child who lives closest to the school will be given the higher priority.

It is really important to note that attending a school nursery or pre-school setting on a school site does not give you any priority for a place in that primary/infant school.

Notes

Children who have an education, health and care plan (EHCP) where the school is recorded in the plan - These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan, the school must admit the child.

Looked after children - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).

Rules for residence (catchment) - On 31 December of the year before your child is due to go to primary/secondary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

Rules for siblings - Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school / academy at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on

geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not.

Admission of children outside their normal age group - Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary and Secondary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools) and secondary transfer to Year 7. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

Scartho Junior Academy - Admissions Policy 2027-2028

The Academy Ethos - Scartho Junior Academy aim to ensure that all children finish every day eager to return, having engaged in learning and made progress through activities which are well matched, stimulating and 'develop a lifelong love of learning'. We expect the very best behaviour and work ethic from students and full compliance with the Academy uniform policy to instil pride in themselves and the Academy. Pupils are expected to have consideration for others, be polite and courteous and pursue the goal of maximising their potential. The governing body welcomes children regardless of aptitude or ability.

We will always give priority to those who have actually applied for a place over those who fulfil any of the criteria but have not actually applied. If the number of applications for places at the academy is higher than the admission number set for that year group, we will use the following factors, in priority order, to decide which students will be given places. After the admission of pupils with an Education, Health and Care Plan (EHCP) where Scartho Junior Academy is recorded in the plan, we will use the following factors, in priority order, to decide which pupils will be given places.

1. Looked after children (children in public care) or a child who was previously looked after.
2. Children who, at the time of application, are on roll in Year 2 at Scartho Infants School
3. Having brothers or sisters who are already at the academy when your child is due to start there.
4. Living in the catchment area.
5. Geographical. We will give priority to those living nearest to the Academy (if there is more than one route, the distance measured is the **shortest available safe route for pedestrians**), 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.

Criteria 5 is also used as a tiebreaker. Whenever two people have the same priority based on criteria 3 or 4 then the child who lives closest to the academy will be given the higher priority.

Notes

Children who have an Education, Health and Care Plan (EHCP) where the school is recorded in the plan. These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan the school must admit the child.

Looked after children - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).

Children on roll at Scartho Infants School - These pupils must be on roll at Scartho Infants School at the time of applying for a place in Scartho Academy, in line with the Local Authority's Scheme for transferring from infant to junior school.

Rules for Siblings - Included in this factor are stepbrothers and sisters and half-brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the academy at the expected time of admission. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and other(s) is/are not. In the case of first admission to school the panel would have to have regard to Infant Class Size Legislation.

Rules for Residence - On 31 December of the year before your child is due to start at the academy, your child must be living in the academy's catchment area. If you move to the academy's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

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

Admission of children outside their normal age group - Paragraph 2.18 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools). All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

SIGNHILLS INFANT ACADEMY - ADMISSION POLICY 2027-2028

The Governors welcome applications from parents who fully subscribe to our ethos and are prepared to support us in our drive for ever improving provision and outcomes for our children.

The following groups of children must be admitted

- I. Pupils with an Education, Health and Care Plan (EHCP) where Signhills Infant Academy is recorded in the plan
- II. Looked after children and previously looked after children

Where there are more applications for places than places available, the following criteria for admission will be applied in the order set out below:

- I. Pupils with siblings who are currently at Signhills Infant Academy or Signhills Academy.
- II. Children of staff employed at either Signhills Infant Academy or Signhills Academy.
- III. Pupils whose main residence is within the catchment area.
- IV. Proximity to the Academy.

Criterion IV may be used as a tie-breaker.

Admission of children outside their normal age group - Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools). All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

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SIGNHILLS ACADEMY - ADMISSION POLICY 2027-2028

The Governors welcome applications from parents who fully subscribe to our ethos and are prepared to support us in our drive for ever improving provision and outcomes for our children.

The following groups of children must be admitted

- I. Pupils with an Education, Health and Care Plan (EHCP) where Signhills Academy is recorded in the plan
- II. Looked after children and previously looked after children

Where there are more applications for places than places available, the following criteria for admission will be applied in the order set out below:

1. Pupils transferring from Signhills Infant Academy
2. Pupils with siblings who are currently at Signhills Infant Academy or Signhills Academy
3. Children of staff employed at either Signhills Infant Academy or Signhills Academy.
4. Pupils whose main residence is within the catchment area.
5. Proximity to the Academy.

Criterion V may be used as a tiebreaker.

Admission of children outside their normal age group - Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their Signhills Common Policies Page 7 child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools). All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

Definitions of terms used in the admission arrangements

1. **Looked after children** - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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)
2. **Children who have an Education, Health and Care Plan (EHCP) where the school is recorded in the plan** - Those children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan the school must admit the child.
3. **Rules for Siblings** - Included in this factor are stepbrothers and sisters and half-brothers and sisters living at the same address and who will be attending the school at the expected time of admission. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and other(s) is/are not. Generally, the eldest will be given the place if a choice has to be made. The pupil being admitted to either school should have a sibling at either school at the time of their admission.
4. **Rules for Residence** - We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given.

5. **Children of staff at the Academy** - where a member of staff has been employed at the Academy for two or more years at the time the application for admission is made or where a member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
6. **Distance** - Distance will be measured by the shortest walking route from the front door of the child's home address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority

Stallingborough Church of England (voluntary controlled) Primary School - Admissions Policy 2027-2028

The school was founded to provide education for the children of the parish of Stallingborough. It is a school for the whole community whilst it seeks to offer a Christian based education to all children; grounded in the Diocesan vision of: "Believing we are called into fellowship with God who seeks the flourishing of all, we aspire to strengthen our school communities with wisdom, knowledge and understanding. Through partnerships firmly rooted in Christian hope and in the love of God, we empower all in our Church school family to love one another with humility, justice and kindness."

The school values the involvement of all parents in supporting the school's Christian ethos. As a Church of England school, we hold regular Christian collective worship and festivals, both in school and in Church. If the number of applications for places at the school is higher than the Published Admission Number (PAN) set for the school, applications will be considered against the criteria set out below. After the admission of children with an Education, Health and Care Plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which children will be given places. (In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.

1. Looked after children (children in public care) or a child who was previously looked after.
2. Living in the catchment area.
3. Having brothers or sisters who are already at the school when your child is due to start there.
4. The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. If you would like more information or have any specific queries in relation to this you can contact the Schools Admissions Team.

Criteria 4 is also used as a tie-breaker. Whenever two children have the same priority based on criteria 2 or 3, for example, then the child who lives closest to the school will be given the higher priority.

It is really important to note that attending a school nursery or pre-school setting on a school site does not give you any priority for a place in that primary/infant school.

Notes

Children who have an education, health and care plan (EHCP) where the school is recorded in the plan

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

1. **Looked after children** - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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)
2. **Rules for residence (catchment)** - On 31 December of the year before your child is due to go to primary/secondary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.
3. **Rules for siblings** - Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school / academy at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not.

Admission of children outside their normal age group - Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary and Secondary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools) and secondary transfer to Year 7. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school.

Waltham Gateway Academy - Admissions Policy 2027-2028

The published admission number (PAN) for 2027 - 2028 is: Reception – 30.

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

Waltham 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.
4. Children of staff employed by the Waltham 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.

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 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).

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.

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.

Children of staff at the Academy - This applies Where a member of staff (both teaching and support staff) has been employed Waltham 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.

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.

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.

Waltham Leas Primary Academy - Admission Policy for the 2027-28 Academic Year

All schools have a Published Admission Number (PAN) for the entry year. If the number of applications for places at a particular school is higher than the Published Admission Number (PAN) set for the school, applications will be considered against the criteria set out below. After the admission of children with an education, health and care plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which children will be given places. (In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.)

1. Looked after children (children in public care) or a child who was previously looked after.
2. Living in the catchment area.
3. Children of staff employed at WLPA.
4. Having brothers or sisters who are already at the school when your child is due to start there.
5. The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. If you would like more information or have any specific queries in relation to this, you can contact the North East Lincolnshire Council Schools Admissions Team.

Criteria 5 is also used as a tie-breaker. Whenever two children have the same priority based on criteria 3 or 4, for example, then the child who lives closest to the school will be given the higher priority.

It is really important to note that attending a school nursery or pre-school setting on a school site does not give you any priority for a place in that primary/infant school.

Notes

Children who have an education, health and care plan (EHCP) where the school is recorded in the plan. These children will have undergone a statutory assessment of their special educational needs. Where a school is recorded in the plan, the school must admit the child.

Looked after children - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).

Rules for residence (catchment) - On 31 December of the year before your child is due to go to primary/secondary school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

Children of staff at the academy - Either: a. Where the member of staff has been employed at the academy for two or more years at the time which the application for admission to the academy is made, or; b. Where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

Rules for siblings - Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, step brothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school / academy at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not.

Admission of children outside their normal age group - Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary and Secondary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools) and secondary transfer to Year 7. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school / academy, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school / academy which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school

William Barcroft Junior School - Admission Policy for the 2027-28 Academic Year

We inspire greatness in every child and equip them with the academic achievements, life skills and personal attributes to lead happy, safe, successful lives.

The school has a Published Admission Number (PAN) of 90 for the entry year. If the number of applications for places at the school is higher than the Published Admission Number (PAN) set for the school, applications will be considered against the criteria set out below. After the admission of children with an education, health and care plan (EHCP) where the school is recorded in the plan, we will use the following factors, in priority order, to decide which children will be given places. (In addition, please note that we will always give priority to those who have actually applied for places over those who fulfil any of the criteria but have not actually made an application.

1. Looked after children and all previously looked after children who apply for a place at the school.
2. Children who, at the time of application, are on roll in year 2 at Queen Mary Avenue Infant and Nursery School.
3. Living in the catchment area.
4. Having brothers or sisters who are already at the school when your child is due to start there
5. The last factor is geographical. We will give priority to those living nearest to the school (if there is more than one route, the distance measured is the shortest available safe route for pedestrians), from the front door of the child's home address (including flats) to the main entrance of the school, using the local authority's computerised measuring system. If you would like more information or have any specific queries in relation to this you can contact the Schools Admissions Team.

Criteria 5 is also used as a tie-breaker. Whenever two children have the same priority based on criteria 5.3 or 5.4, for example, then the child who lives closest to the school will be given the higher priority.

Notes

Children who have an education, health and care plan (EHCP) where the school is recorded in the plan. These children will have undergone a statutory assessment of their special educational needs. Where the school is recorded in the plan, the school must admit the child.

Looked after children - A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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. 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).

Children on roll at Queen Mary Avenue Infants and Nursery School - These pupils must be on roll at the school at the time of applying for a place in William Barcroft Junior School, in line with the Local Authority's Scheme for transferring from infant to junior school.

Rules for residence (catchment) - On 31 December of the year before your child is due to attend the school, your child must be living in the school's catchment area. If you move to a school's catchment area after this date, we will not consider your request until we have firm proof (documentary evidence) that you are about to move (for example, a solicitor's letter confirming that exchange of contracts has taken place or a rental agreement). We have the right to investigate whether you live at the address you say you do and we may change any offer if incorrect information has been given. Where parents have shared access to a child only one address can be accepted, parents must agree which address is to be used for the purposes of allocating a school place. If parents cannot agree on an address the local authority will use the address to where the Child Benefit is paid.

Rules for siblings - Included in this factor are brothers or sisters, half brothers or sisters, adopted brothers or sisters, stepbrothers or sisters or the child of the parent/carer's partner living at the same address and who will be attending the school at the expected time of admission. In the event of two applications for one vacancy using the above criteria, the authority will apply a tie breaker decision based on geographical distance. The special cases of twins and triplets will be referred to the allocation panel if one is eligible for a place and the other(s) is/are not.

Admission of children outside their normal age group - Paragraph 2.17 of the School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. In addition, the parents/carers of a 'summer born child', i.e. children born between 1st April and 31st August, may choose not to send their child to school until the September following their fifth birthday. Parents/carers who wish to make such a request should still make an application for their child's normal age group at the usual time in line with the timescales set out in North East Lincolnshire Local Authority's Primary and Secondary School Admissions Coordinated Schemes i.e. for entry into Year Reception (and Year 3 for junior schools) and secondary transfer to Year 7. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carers preferred school, decision of the relevant admission authority and the best interests of the child. If, after full consideration of all relevant information, the parents/carers wish to proceed with the request to educate their child outside of their chronological year group, they would need to complete a deferral form accepting parental responsibility for the decision and acknowledging that they would need to complete a further application, at the relevant time, for their preferred school which may not be successful. It should be noted that a decision to admit, and educate, a child outside of their chronological age year group may affect their education placement in both primary school and on later transfer to secondary school

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Appendix 6 - Useful contacts and websites

School Admissions

Services Provided:-	Telephone:
Offers accurate, impartial advice and guidance to parent/carers about: • Admissions to schools • Admission appeals • School term dates	(01472) 326291
	Email :
	schooladmissions@nelincs.gov.uk

Home to School Transport

Services Provided:-	Telephone:
• Information and advice to parents / carers relating to home to school transport. • Information on transport eligibility. • Bus passes. • Provisions of transport for children with special educational needs	(01472) 326291
	Email :
	schooltransport@nelincs.gov.uk

Families First Information Service

Services Provided:-	Telephone:
Offers free accurate and impartial advice and guidance about: • Childminders, Day nurseries or Pre-Schools • Out of School Clubs • Activities for Parents and Children • Leisure Activities & Youth Groups • Children's Centres • Family Support Information • Working in Childcare & early years education	(01472) 326292
	Email :
	fis@nelincs.gov.uk

Department for Education	Website
This website also offers information and advice on all stages of education learning.	www.gov.uk

The Advisory Centre for Education (ACE)	Website
Is a national charity that provides advice and information to parents/carers wide range of school-based issues.	www.ace-ed.org.uk

Education Welfare Service

Services Provided:-	Telephone:
Information to parents on school attendance related issues including: • Attendance at school • Sign post support to other agencies • Advice on child employment • Advice on child entertainment Chaperone licences	(01472) 326291
	Email :
	ews@nelincs.gov.uk

Special Educational Needs and Review Team
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Services Provided:-	Telephone:
• Information and advice to parents on matters relating to the identification assessment of pupils with special educational needs including:- • Statutory assessment procedures • Education, health, and care plans • Annual review	(01472) 326291
	Email :
	sen@nelincs.gov.uk

North East Lincolnshire SENDIASS (formally Parent Partnership)

Services Provided:-	Telephone:
• An independent service to support parents / carers of children / young people with special educational needs. • Independent guidance and a listening ear • Information on special educational needs, such as the assessment process the SEN Code of Practice • Help with letter writing and filling in forms • Home visits / Support in meetings • Provide an independent parental supporter (IPS) • Liaison with schools, the local authority, and other agencies	(01472) 326363
	Email & Website:
	ask@nelsendiass.org.uk www.nelsendiass.org.uk

Appendix 7 - Details of neighbouring local authorities and Diocesan Centres

Anglican Diocese of Lincoln

The Diocesan Education Centre The Stable Block Church House, The Old Palace Lincoln, LN2 1PU	Telephone:
	(01522) 569600
	Email :
	education@lincoln.anglican.org

Lincolnshire County Council

Children's Services, County Offices, Newland, Lincoln, LN1 1YQ	Telephone:
	(01522) 782030 (school admissions)
	Email :
	schooladmissions@lincolnshire.gov.uk

North Lincolnshire Council

The School Admissions Team Church Square House 30-40 High Street Scunthorpe North Lincolnshire DN15 6NL	Telephone:
	(01724) 297000 (school admissions)
	Email :
	admissionstoschool@northlincs.gov.uk

Nottingham Catholic Diocese

The Diocesan Education Service, The Diocesan Centre, Mornington Crescent, Mackworth, Derby, DE22 4BD	Telephone:
	01332 293833
	Email :
	gill.burns@nottingham-des.org.uk (Director's PA & Office Manager)