

Applying for a Secondary 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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Grimsby,
North East Lincolnshire,
DN31 1HB**

Tel: 01472 326291

Email address:
schooladmissions@nelincs.gov.uk

Disclaimer

The details in this booklet, which relate to the school year 2027-2028, were valid as of 14th September 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 secondary school is an important and exciting step in the life of any child. Schools are very important parts of their communities and as such Head teachers, principals, staff, and governors will want to work with parents/carers to make sure that every child achieves their full potential. This partnership with you is very important if your child is going to be successful at school. With your help, encouragement and support, schools in North East Lincolnshire will be even more 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 you as parents or carers can be involved, to ensure that your child has a successful transfer to a secondary school in the academic year 2027-2028.

In order to make applying for a school place as simple as possible we have an online facility, which can be accessed on our website at <http://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

Transfer of pupils from primary to secondary schools - 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.

Types of Secondary Schools in North East Lincolnshire

Secondary education covers the age range 11 to 16 years (Year 7 to Year 11) (Some secondary schools have a 6th form provision and take 16- to 18-year-olds). Note:- In North East Lincolnshire all our secondary schools are academies.

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.

If you live-in North-East Lincolnshire and would like your child to go to a school outside of North East Lincolnshire, you should still apply via this local authority by completing a North East Lincolnshire Common Application Form (CAF). As we have no formal arrangements in place, you should consider any potential transport implications. See [Home to School Transport Policy](#). You should also read any policies the 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 our own area or outside.

Special schools

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), New Oxford House, George Street, Grimsby, North East Lincolnshire, DN31 1HB. Telephone (01472) 326291, email: SEN@nelincs.gov.uk ([Part Four – General Information](#)).

Part One – Secondary Admissions

1. Transfer from Primary to Secondary Schools

Transferring from one stage of education to another

If your child is going to a school in North East Lincolnshire, when they are approaching the age to transfer to secondary school (Year 6) we will send you a letter explaining the local admission arrangements.

You will be able to [Apply Online via the North East Lincolnshire Parent Portal](#) or by completing a Common Application Form (CAF). Further information on how to apply will be detailed in the letter you receive or can be found on our website at www.nelincs.gov.uk

Pupils not living in North East Lincolnshire

If you live outside North East Lincolnshire and you would like your child to go to a secondary school in our area, you should apply to your own local authority for a place in our schools.

Pupils not at schools in North East Lincolnshire

If you live-in North-East Lincolnshire but your child attends a primary school outside of North East Lincolnshire, you need to apply to North East Lincolnshire even if you are applying for a school within another local authority. We will write to you with details of how to apply.

How places are allocated

All parents/carers express their preferences, ranked in order, on their Online Application/Common Application Form (CAF) for any North East Lincolnshire school or any school that is in a neighbouring authority.

- When we receive your submitted application, we will process all 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 oversubscription criteria for the school to allocate places. Oversubscription criteria for secondary schools in North East Lincolnshire can be found in each school's admission policy (see [Appendix 3](#)).
- If you have named an academy within North East Lincolnshire the preference information will be sent to them for consideration against their oversubscription criteria.
- If you have named a school that is in a neighbouring authority the preference information will be sent to them for consideration against their school's oversubscription criteria.
- Academies within North East Lincolnshire will rank their preferences in line with their oversubscription criteria and forward to the Local Authority (to decide whom will be allocated places) and our neighbouring authorities will notify North East Lincolnshire School Admissions Team of the children to whom they can offer places too in their schools.
- Decisions on who will be offered places are made without considering your order of preference; each preference is treated as an 'equal preference'.
- If you can be allocated a place at all the schools for which you have applied, we will offer 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 and so release those places for other children.
- Following the timetable, set out at Part E below, we will notify all parents/carers with an offer of one place at one school. If that place is at an academy or a school in a neighbouring authority, that offer will be made on behalf of the relevant admissions authority.
- Where there are more applications than available places, we will apply the relevant admissions oversubscription criteria. Please see [Appendix 3](#) which details the admissions policy for each secondary school in North East Lincolnshire.

Details of our neighbouring local authorities' schools' admission policies can be obtained by contacting the relevant authority. See [Appendix 6](#).

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

Timetable for school admissions (2027 - 2028)

1 September 2026	Earliest Date by which primary schools will send out transfer letters to parents/carers of Year 6 pupils
31 October 2026	Date by which applications must be submitted online / Common Application Forms must be returned to the local authority
1 March 2027	Date by which allocation notifications sent to parents/carers
15 March 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
May and June 2027	School Admission Appeals are heard
1 September 2027	Start of new school year

Late applications

Applications must be submitted by the 31st October 2026. Where a parent/carer submits a late application, and the lateness has been unavoidable in the opinion of the admissions authority (e.g., move into the area), we will be willing to consider such applications up to 31st December 2026.

Applications received after the 31st December 2026, or without a 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 offered the right to appeal.

2. Co-ordinated admission arrangements

Every local authority has a Secondary Co-ordinated Admissions Scheme covering every maintained school (but not special schools) in its area. Local authorities must exchange certain information on applications with their neighbours.

For children transferring to secondary school in September 2027 parents/carers will be invited to express up to three preferences which may be for schools within or beyond their home local authority's area and this process will be known as Co-ordinated Admission Arrangements. The application should be submitted [Apply Online via the North East Lincolnshire Parent Portal](#) or on a Common Application Form (CAF).

We (North East Lincolnshire Local Authority) will fully co-ordinate with our own schools. We will also fully co-ordinate with North Lincolnshire, Lincolnshire, and their schools. We will also forward relevant preferences to any other local authority, but we will not co-ordinate fully the rest of the process.

Co-ordinated scheme for Secondary Schools

The co-ordinated scheme for North East Lincolnshire Secondary 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 1st March 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.

Outcome of applications for 2026-2027 academic year

The following table sets out information, relating to the ten secondary schools in North East Lincolnshire. The table shows the number of applications received and the number of places allocated on National Offer Day (2nd March 2026) for 2026-2027 academic year.

Name of School	PAN (Agreed Number*)	Total number of Preferences (1 st , 2 nd & 3 rd)	Total preferences allocated	Total refused and placed on waiting list
Beacon Academy	150	243	121	0
Cleethorpes Academy	180	384	180	57
Havelock Academy	220	238	192	0
Healing Academy	180	307	176	0
Humberston Academy	180	411	180	50
John Whitgift Academy	240	366	240	32
Oasis Academy Immingham	180	122	103	0
Oasis Academy Wintringham	180	280	170	0
Ormiston Maritime Academy	160	231	148	0
Waltham Toll Bar Academy	360	422	278	0

Note: - It should be noted that pupils were allocated places at out of county schools, special educational needs establishments and independent schools. In addition, a large number of pupils did not submit an on-time application and were allocated under later allocations.

3. 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.

It is to be noted that all 10 secondary schools in North East Lincolnshire are academies and follow their own individual admission policy; these can be found at see [Appendix 3](#).

4. 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 secondary school based on the published admission oversubscription criteria; all children who have been refused a place are kept on that list, in order of the criteria, until 31st December 2027. Some schools may keep a waiting list beyond this date. You can contact the School Admissions Team telephone (01472) 326291 for further information.

5. Education establishments that operate 'atypical points of admission'.

Pupils who are in Year 8 or 9 have the opportunity to apply to education establishments which have 'atypical points of admission' which means that they admit children at a different age to typical 11-16/11-18 secondary schools and specialise in technical subjects offering a similar curriculum to a typical 11-18 secondary school, including English and Maths as well as their specialist subjects.

Details of these establishments which are within or within a 'reasonable distance' of North East Lincolnshire are as follows:-

Name of Establishment	Establishment Contact Details	Age Range	Application information
North Lincolnshire Council			
Engineering UTC Northern Lincolnshire	Address: Carlton Street, Scunthorpe, North Lincolnshire, DN15 6TA Telephone: (01724) 878100 Website: www.utcolleges.org/utcs/humber-utc/	13-19	Y9 applications should be made directly to the college
Lincolnshire County Council			
Lincoln University Technical College	Address: Lindum Road, Lincoln LN2 1PF Telephone: (01522) 775990 Website: www.lincolnutc.co.uk	14 – 19	Y10 applications are made on a form available on the UTC website

Parents/carers will need to contact the respective establishments directly and/or their local authority's school admissions team, where applicable, to be advised on their individual application processes and timescales.

PART TWO – 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, transferring from infant to juniors or transferring to secondary school. Parents/carers can request admission to any school at any time.

In Year admissions to Primary schools

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.

In Year admissions to Secondary schools

All secondary schools in North East Lincolnshire administer their own in year admissions and parents/carers should contact the school directly and request an In Year Common Application Form (ICAF).

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; these are held by the local authority; the School Admissions Team will be able to advise you on this. Secondary schools may operate waiting lists, and you should contact them direct for further information on this.

PART THREE – 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 (primary to secondary) appeals, arranged by the Local Authority and submitted to the Legal Services department, will be heard within 40 school days of the published deadline.

Note: The Local Authority has service level agreements with most North East Lincolnshire secondary 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 – 1st March 2027.
- Deadline for submission of appeals, against admission decisions for on-time applications, to be heard in the first round – 28th March 2027.
- Appeals to be heard, for those who applied on time, by 16th 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.

PART FOUR – GENERAL INFORMATION

Statutory school leaving age.

The Secretary of State has set one statutory school leaving date. No child can leave school until the last Friday in June in the school year in which the child reaches 16 years of age (Year 11). However, you must continue in education or training until you are 18. You can fulfil this requirement by studying full-time, starting an apprenticeship, or working/volunteering 20+ hours a week while training.

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.

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 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](#)

PART FIVE – 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 transferring from primary to secondary 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 school's 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 under Related Documents 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 6](#).

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 5](#) for contact details.

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

You can appeal against any decision and details on how to appeal are included in [Part Three – 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.

.....

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. 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.

North East Lincolnshire Secondary Common Application Form 2027For pupil's applying for a year 7 place, born between 1st September 2015 & 31st August 2016.

CLOSING DATE: 31st OCTOBER 2026 - 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

Please complete this form if you pay your council tax to North East Lincolnshire Council. If you pay your council tax to another Local Authority (LA) please contact them to apply. Application forms from non-residents will **not** be forwarded to other LA's.

PARENT / CARER DETAILS

Parent / Carers First Name & Surname:-

I am the child's (relationship to the child e.g., Mother, Father etc):-

My address & Postcode is:-

My contact telephone number is:-

My contact e-mail address is:-

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.

PUPIL'S DETAILS

Pupils First Name & Surname:-

Pupils Date of Birth:-

Pupils Gender:-

Pupils current school:-

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 your child is Looked after/previously looked after, please state the Local Authority whose care they are/were under.

- If you have any questions or concerns regarding your preferences, 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 preferences as you would like them to be considered. You are given the option to apply for up to 3 preferences but if you wish to apply for only one or two that is your choice. However, if you do not receive any of your preferences, you will be allocated the next nearest school with places. Applying for the same school more than once will not enhance your chances of being allocated a place at the school.
- You are not guaranteed a place in a school because you put it down as your first preference. You cannot be considered for a school place if you have not applied for it.

MY SCHOOL PREFERENCES

Write the names of the schools you wish to apply for under each preference and then complete all the criteria you think are relevant below each preference. The respective admissions authorities can only consider these reasons if they are part of the published admissions criteria. We recommend you read the individual school admission policies.

Please complete your preferences over the page...

The name of my 1st preference school is.....

I am applying for this school under the following criteria (please tick/complete below):-

Catchment		Distance / Ease of Travel	
Feeder School		Entrance Exam Passed (Grammar school only)	
Sibling Connection:- If your pupil has older siblings, who reside at the same address, who meet the criteria for this school please give details below (Name/ DB):-.....			
Child of Staff:- If either of the parents/carers are members of staff at this school please state their name, relationship to the pupil, job title and start date of your employment below:-.....			

The name of my 2ND preference school is.....

I am applying for this school under the following criteria (please tick/complete below):-

Catchment		Distance / Ease of Travel	
Feeder School		Entrance Exam Passed (Grammar school only)	
Sibling Connection:- If your pupil has older siblings, who reside at the same address, who meet the criteria for this school please give details below (Name/ DB):-.....			
Child of Staff:- If either of the parents/carers are members of staff at this school please state their name, relationship to the pupil, job title and start date of your employment below:-.....			

The name of my 3RD preference school is.....

I am applying for this school under the following criteria (please tick/complete below):-

<i>Catchment</i>		Distance / Ease of Travel	
<i>Feeder School</i>		Entrance Exam Passed (Grammar school only)	
Sibling Connection:- If your pupil has older siblings, who reside at the same address, who meet the criteria for this school please give details below (Name/ DB):-.....			
Child of Staff:- If either of the parents/carers are members of staff at this school please state their name, relationship to the pupil, job title and start date of your employment below:-.....			

Declaration / Information Sharing and Consent

If all the relevant sections have not been completed or if information is incomplete, the form will be returned to you, and this could delay your application. Therefore, please ensure you complete the form in as much detail as possible. **NOTE:** Where more than one person shares parental responsibility for a pupil, those persons should consult and agree. Only **ONE** form will be accepted for each pupil. In signing this form, you agree that the information provided is correct and that it is your responsibility to make all other people with PR for the child aware of all information provided to you including allocation decisions and subsequent information.

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

Signature (Applicant)

Date

Appendix 2 – Secondary age range schools in North East Lincolnshire

Secondary Schools

Beacon Academy		
Associate Principal:- Ms Myers	Published Admission Number:- 150	Type/age range:- Academy 11-16 years
Address:- Chatsworth Place, Cleethorpes, DN35 9NF		Telephone Number:- 01472 328888
Website:- www.beaconacademy.co.uk		Trust / Sponsor:- Wellsprings Academy Trust

Cleethorpes Academy		
Principal:- Mr P Thundercliffe	Published Admission Number:- 180	Type/age range:- Academy 11-16 years
Address:- Grainsby Avenue, Cleethorpes, DN35 9NX		Telephone Number:- 01472 582310
Website:- www.cleethorpesacademy.co.uk		Trust / Sponsor:- Lincolnshire Gateways Academies Trust

Havelock Academy		
Principal:- Ms E Marshall	Published Admission Number:- 220	Type/age range:- Academy 11-18 years
Address:- Holyoake Road, Grimsby, DN32 8JL		Telephone Number:- 01472 602000
Website:- www.havelockacademy.co.uk		Trust / Sponsor:- David Ross Education Trust

Healing Academy		
Principal:- Mr S Logan	Published Admission Number:- 180	Type/age range:- Academy 11-16 years
Address:- Low Road, Healing, Grimsby, DN41 7QD		Telephone Number:- 01472 502400
Website:- www.hsa.harbourlearningtrust.com		Trust / Sponsor:- Harbour Learning Trust

Humberston Academy		
Principal:- Mr D Shoubridge	Published Admission Number:- 180	Type/age range:- Academy 11-16 years
Address:- Humberston Avenue, Humberston, DN36 4TF		Telephone Number:- 01472 319990
Website:- www.humberstonacademy.co.uk		Trust / Sponsor:- David Ross Education Trust

John Whitgift Academy		
Principal:- Mr R Spendlow	Published Admission Number:- 240	Type/age range:- Academy 11-16 years
Address:- Crosland Road, Grimsby, DN37 9EH		Telephone Number:- 01472 311080
Website:- www.johnwhitgift.org.uk		Trust / Sponsor:- Delta Academy Trust

Oasis Academy Immingham		
Principal:- Ms T Wiles	Published Admission Number:- 180	Type/age range:- Academy 11-16 years
Address:- Pelham Road, Immingham, DN40 1JU		Telephone Number:- 01469 576599
Website:- www.oasisacademyimmingham.org		Trust / Sponsor:- Oasis Academy Trust

Oasis Academy Wintringham		
Interim Principal:- Mr D Scott	Published Admission Number:- 180	Type/age range:- Academy 11-16 years
Address:- Weelsby Avenue, Grimsby, DN32 0AZ		Telephone Number:- 01472 871811
Website:- www.oasisacademywintringham.org		Trust / Sponsor:- Oasis Academy Trust

Ormiston Maritime Academy

Interim Principal:- Mr R Spendlow	Published Admission Number:- 160	Type/age range:- Academy 11-16 years
Address:- Westward Ho, Grimsby, DN34 5AH		Telephone Number:- 01472 310015
Website:- www.omacademy.co.uk		Trust / Sponsor:- Ormiston Academy Trust

Waltham Toll Bar Academy

Principal:- Mr J Hermiston	Published Admission Number:- 360	Type/age range:- Academy 11-18 years
Address:- Station Road, New Waltham, Grimsby, DN36 4RZ		Telephone Number:- 01472 500505
Website:- www.walthamtollbaracademy.co.uk		Trust / Sponsor:- Lincolnshire Gateways Academies Trust

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 3 - Admission Policies for North East Lincolnshire Secondary Schools

Name of School	Admission Policy (Pages...)
Beacon Academy	20 - 21
Cleethorpes Academy	21 - 22
Havelock Academy	22 - 23
Healing Academy	23 - 24
Humberston Academy	24 - 25
John Whitgift Academy	25 - 26
Oasis Academy Immingham	26 - 27
Oasis Academy Wintringham	27
Ormiston Maritime Academy	28
Waltham Toll Bar Academy	28 - 29

Beacon Academy Admission Policy 2027-2028

Our vision and ethos promote 'human scale' education whereby all students are known, their contributions valued, and they are given opportunities to excel. Beacon Academy is committed to serving the local community, as defined by the designated catchment area. The Governing Body are the Admissions Authority for the academy and places can only be offered by the Governing Body. North East Lincolnshire Council co-ordinates the admissions process on our behalf and parents can apply through the usual application process via a form sent to your primary school or online through the North East Lincolnshire website which is: <https://www.nelincs.gov.uk/children-families-and-schools/schools-and-education/school-admissions/>

- Arrangements for the Admission of Pupils to Beacon Academy - The published admissions number (PAN) for 2027-2028 is 150. Details of the arrangements for admissions can be found by visiting www.nelincs.gov.uk. The closing date for applications will be 31st October 2026. The National Offer Day will be 1st March 2027.
- Your Application – Documents Required Common Application Form: All applications for transfer from primary school to secondary school must be made using the Local Authority's Common Application Form.
- Application for Twins and Multiple Birth Children - Where a place available is offered to a child from a twin or multiple birth the Governors will normally offer places to both twins, triplets etc, even if this means exceeding the published admission number.
- Fraudulent Information - If the allocation of a place has been made on the basis of fraudulent or intentionally misleading information, the governors reserve the right to withdraw the place.
- Admission Outside of 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. The academy anticipates that children will be educated out of their normal age group in only a very small number of very exceptional circumstances. However, should you wish to seek a place for your child outside of their normal year group you should still make an application for a school place for your child's normal year group, but you should also submit a request for admission out of the normal age group at the same time and follow the procedure set out by your home local authority.
A decision will then be made on which year 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 over subscription criteria will be applied to determine if a place can be offered at the academy.
The academy is not required to honour a decision made by another academy or admission authority on admission out of the normal age/year group.
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.
- Waiting Lists - Parents whose children have not been offered a place in the normal admissions round will be informed of their right of appeal and will be added to the academy's waiting list.
- In-Year Applications - Application forms can be obtained from Beacon Academy by emailing office@beaconacademy.co.uk or by contacting us on 01472 328888. If the respective year group total is below the Published Admission Number for that year group, the child may be offered a place. If the respective year group total is full, the child may be offered a place, if it is decided that the education of pupils in that year group will not be detrimentally affected by the admission of an extra pupil. Beacon Academy may maintain a waiting list for 'in-year' applications. Details will be provided on request. Inclusion on the academy's waiting list does not mean that a place will eventually become available. In all cases, the Principal reserves the right to refuse a place in the following circumstances:
 - The admission will prejudice the efficient use of resources.
 - The admission will prejudice the efficient education provision to students already in the academy.
 All places offered are subject to the child starting at school within 7 days of the starting date stated within the offer letter. Any place not taken up within 7 days may be withdrawn and offered to another child.
Governors reserve the right to extend the timescale of an offer if they consider there to be appropriate circumstances at the time.
If your child is not allocated a place, you have a statutory right to appeal (see 'Appeals' above). The appeal should be lodged within 20 school days after the date of your refusal letter.
- Oversubscription Criteria - Children with an Educational Health and Care Plan (EHCP) where the academy is named will be admitted first. If undersubscribed the Academy will offer a place to all applicants. However, in the event that the number of applications for places at the Academy is higher than the Published Admission Number (PAN) of 150 applications, will be considered against the criteria set out below. We will use the following factors, in priority order, to decide which children will be offered places.
Therefore, after the admission of children with an EHCP which names the Academy, the following factors will be used to decide which children will be given places:
 - Children who are looked after (CLA) or a child who was previously looked after.
 - Living in the catchment area
 - Having brothers or sisters who are already at the academy when your child is due to start there.

- IV. Children of Beacon Academy/Wellspring Academy Trust employees.
- V. The last factor is 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. If you would like more information or have any specific queries in relation to this, you can contact the Schools Admission Team. In this exceptional situation, if there is no other way of separating the applications then the governors will admit the additional child above the published admission number.

Definitions of Terms Used in the Admission Arrangements

Note 1 - Looked after children or previously looked after children A "looked after child" is a child who is: 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).

Note 2 - Living in the catchment area The governors use the same definition as that used by the Local Authority. See "Your New School – A Guide for Parents" available via the Local Authority website www.nelincs.gov.uk

Note 3 - Siblings The governors use the same definition as that used by the Local Authority. See "Applying for Secondary school – A Guide for Parents".

Note 4 - Geographical 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 school, using the Local Authorities computerised measuring system, with those living closer to the school receiving the highest priority. By home we mean address that 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 they can use on the application. If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time. In the event of more than one child living the exact same safest walking distance then each child will be admitted

Cleethorpes Academy Admission Policy 2027-2028

The published admission number (PAN) for 2027-2028 is: 180.

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

Cleethorpes, 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. Children of staff employed by Cleethorpes Academy
5. Proximity to the Academy.

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 an Education Health Care Plans where the Academy is recorded in the Education Health Care Plan (EHCP) These children will have undergone a statutory assessment of their special educational needs.

Where an Academy is recorded in the EHCP, the Academy must admit the child.

1. Looked after children:- A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to child arrangements order or special guardianship order). This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
2. Siblings Included in this factor are biological siblings, stepbrothers and sisters, half-brothers and sisters and foster brothers and sisters living at the same address and who will be attending the Academy at the expected time of admission. Twins and other Siblings from a Multiple Birth If twins or multiple birth children are split by operation of the oversubscription criteria, the Academy will accommodate all children unless this would make the class too large and prejudice the education of the other children.
3. Rules for Residence By home we mean the address where the child lives for the majority of term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989. Where a child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at both addresses during term time, they can choose which address to use on the application. If the parents cannot agree on the address to be used, we will use the address where the child benefit is paid. If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time. We have the right to investigate whether you live at the address you say you do and we may withdraw any offer if incorrect information has been given.

4. Children of staff at the Academy Either will apply Where a member of staff (both teaching and support staff) has been employed by Cleethorpes 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) is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. Distance will be measured by the shortest and safest walking route from the front door of the child's home address (including flats) to the main entrance of the Academy, using the Local Authority's computerised measuring system, with those living closer to the Academy receiving the higher priority. By home we mean the address where the child lives for the majority of term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989. Where a child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at both addresses during term time, they can choose which address to use on the application. If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time. In the event of more than one child living the exact same safest walking distance then each child will be admitted.

Children of UK Service Personnel (UK Armed Forces)

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

- Process an application in advance of the family arriving in the area provided it is accompanied by an official letter that declares a relocation date and a Unit postal address, intended address or quartering area address to use when considering the application against the Academy's oversubscription criteria.
- Accept a Unit postal address or quartering area address for admissions purposes for a service child, where the parent requests this. The Governors will not refuse a service child a place because the family does not have an intended address or does not currently live in the area. Evidence of an intended address will be required such as tenancy agreement, or mortgage statement. Please contact the Academy for more details. For late co-ordinated applications and in-year applications supported by the appropriate military documentation we will aim to remove any disadvantage to UK service personnel (UK Armed Forces). The Academy's governors will consider whether:
- An application from that address would normally succeed in an oversubscribed year
- There is any child on the reserve list with higher priority under the oversubscription criteria
- The prejudice from admitting an extra child would be excessive. The Governors have discretion to admit above the admission number in these circumstances if they wish but are not obliged to do so. If a place is refused, you will be informed of your right of appeal.

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.

Havelock Academy Admission Policy 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 Year 7. 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, 31 October 2026. 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 31 October) will receive an offer of a school place directly from their local authority on National Offer Day (1 March or the next working day). The academy will not contact parents/carers 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.

Number of Places (Published Admissions Number or PAN)

The academy has a PAN of 220 for admission to Year 7.

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 EHCP, 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) on North East Lincolnshire County Council website.
3. Children on the basis of catchment proximity to Havelock Academy.
4. Children whose parent/carer in all staff groups are employed by the Trust to work at the academy: a. Where the member of staff has been employed to work at the academy for two or more years at the time at which the application for admission to the academy is made; b. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. Children currently attending a primary school that is a named feeder school. Named feeder schools are: a) Edward Heneage Primary Academy b) Fairfield Primary Academy
6. The distance from the child's permanent home address to the academy. Priority will be given to the child living nearest the academy. 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.

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. i. 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 Year 7, or for Year 7 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. Please call 01472 602000 in the first instance to enquire about available places. Applications for in-year admission can be made directly to the academy by completing an In-Year Admission Application Form and submitting it to the academy marked for the attention of the Admission Officer. Further information and the application form can be downloaded from the academy website at <https://www.havelockacademy.co.uk/Admissions/>. Paper application forms can be made available if requested. Where there are more applications than available places in the year group, the academy will prioritise applications by using the oversubscription criteria referenced in this policy.

Multiple Births and Brothers and Sisters in the Same Year Group

In the case of twins or other siblings from a multiple birth, if the last child to be admitted is from a multiple birth group, the other children in the group will also be offered places, even if it means exceeding the Published Admission number. In the case of siblings (see definition c) in the same year group, where there is only one place remaining, places will be allocated over the published admission number to accommodate all siblings unless this would make the class too large and prejudice the education of the other children.

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.

Healing Academy Admission Policy 2027-2028

The Harbour Learning Trust is the Admission Authority for this Academy. Healing Academy is an 11 – 16 academy and is an integral part of the local community. Healing Academy (HA) is part of the Harbour Learning Trust (HLT). HLT is a multi-academy trust operating across North East Lincolnshire and Lincolnshire with an aim to inspire greatness in every child and to equip them with the academic achievements, life skills and personal attributes to lead happy, safe, successful lives.

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.

A parent is defined as including a natural or adoptive parent of a child (irrespective of with whom the child lives, or whether the parent has contact with or parental responsibility for the child), as well as non-parents who have care of, or parental responsibility for, the child.

- Looked after children are children who, at the time of making an application to a school, are:
 - In the care of a local authority, or Being provided with accommodation by a local authority in exercise of its social services functions
- Previously looked after children are children who were looked after, but ceased to be so because they:
 - Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or Became subject to a child arrangements order, or Became subject to a special guardianship order. This includes children who appear to have been in state care outside of England and have ceased to be in state care due to being adopted.
- Home Address is considered as 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).
- Where a child lives normally during the school week with more than one parent at different addresses, the home address accepted 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 two addresses during school term time, they can choose which address to use on the application. If a parent has more than one home, we will accept the address where the parent and child normally live for the majority of the school term time as the home address.

How to apply

Applications for places in 2027/28 at the academy must be made to the local authority where the prospective pupil lives on their Common Application Form which is accessible on their website. You can use this form to express your preference for a maximum of 3 state-funded schools, in rank order. We strongly recommend all preferences to be made. Parents resident in North East Lincolnshire must apply online at <https://www.nelincs.gov.uk>. They can also ask for a hard copy application form by telephoning 01472 326291. Parents resident in other areas must apply through their home local authority. You will receive an offer for a school place directly from your local authority.

Requests for admission outside the normal age group

Parents may seek a place for their child outside of their normal age group. Parents wishing to make these requests must contact their home local authority for guidance on the procedure to follow. Parents resident in North East Lincolnshire should call 01472 326291 or email schooladmission@nelincs.gov.uk for advice 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. The academy will make decisions on the basis of the circumstances of each case and in the best interests of the child concerned.

This will 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. 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.

Allocation of places

Published Admissions Number (PAN):- The school has an agreed admission number of 180 pupils applying for a Year 7 place in September 2027.

Oversubscription criteria

All children whose education, health and care (EHC) plans name 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. Looked after children and all previously looked after children who apply for a place at the school.
2. Children living in the designated catchment area. The school catchment list can be found here: <https://www.nelincs.gov.uk/children-families-and-schools/schools-and-education/school-admissions/>
3. Children with siblings who will be attending the school when the child is due to start. Siblings include step siblings, foster siblings, adopted siblings and other children living permanently at the same home address. Priority will not be given to children with siblings who are former pupils of the school.
4. Children where the parent 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 the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. Nearest School: measured by straight line distance. This applies when the school is the nearest state funded, non-selective, mainstream school to the child's address admitting children to the relevant year group; this is calculated by North East Lincolnshire school admissions team.

This means that, in most cases, pupils who live closest to the Academy are given priority.

Tie break

In the case of 2 or more applications that cannot be separated by the oversubscription criteria outlined above, the academy will use random allocation as a tie breaker to decide between applicants. This process will be independently verified.

In-year admissions

Parents can apply for a place for their child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose EHC plans name the school will be admitted. Likewise, if there are spaces available in the year group you are applying for, your child will 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 from the waiting list in accordance with the oversubscription criteria listed in section 7 of this policy. Applications for in-year admissions should be sent to the following for the attention of The In-Year Admissions Co-ordinator: Email: office@harbourlearningtrust.com Address: Healing Academy Low Road Healing DN41 7QD Parents will be notified of the outcome of an in-year application in writing within 15 school days.

Humberston Academy Admission Policy 2027-2028

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

Arrangements for applications for places in Year 7 at Humberston Academy will be made in accordance with North East Lincolnshire Local Authority's co-ordinated admission arrangements; parents' resident in north East Lincolnshire can apply online at <https://www.nelincs.gov.uk>. Parents resident in other areas must apply through their home local authority.

Published Admission Number (PAN)

The PAN for Year 7 is 180. If there are fewer applicants than places available all applicants will be admitted. 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. 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.
2. Children with a sibling on roll at time of admission.
3. Children on the basis of catchment proximity to Humberston Academy.
4. Children whose parent/carer in all staff groups are employed by the Trust to work at the academy: a. Where the member of staff has been employed to work at the academy for two or more years at the time at which the application for admission to the academy is made; b. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
5. Children currently attending a primary school that is a named feeder school. The named feeder schools for Humberston Academy are as follows: • Edward Heneage Primary Academy • Fairfield Primary School
6. The distance from the child's permanent home address to the academy. We will give priority to those living nearest to the school. 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.

Tiebreaker

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.

Admission of children outside their normal age group

The School Admissions Code enables parents/carers to request for their child to be admitted to school outside of their normal age group. 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 Secondary School Admissions Coordinated Scheme i.e. for entry into 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 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 secondary school and later into a further education placement.

Multiple Births and Brothers and Sisters in the Same Year Group

In the case of twins or other siblings from a multiple birth, if the last child to be admitted is from a multiple birth group, the other children in the group will also be offered places, even if it means exceeding the Published Admission number. In the case of siblings (see definition c) in the same year group, where there is only one place remaining, places will be allocated over the published admission number to accommodate all siblings unless this would make the class too large and prejudice the education of the other children.

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. Please call 01472 319990 in the first instance to enquire about available places. Applications for in-year admission can be made directly to the academy by completing an In-Year Admission Application Form and submitting it to the academy marked for the attention of the Admission Officer. Further information and the application form can be downloaded from the academy website at <https://www.humberstonacademy.co.uk/Admissions>. Paper application forms can be made available if requested. Parents/carers should carefully consider the oversubscription criteria stated above to determine whether other documentation must be submitted in support of the application. This documentation must be submitted at the same time as the application, or the child will be placed in the next oversubscription category that applies. 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

Looked after children: A 'looked after child' is a child who, at the time of making an application to a school, is:

- a) In the care of a local authority, or
- b) 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:

- a) 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 b) 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 c) 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 (catchment) 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.

John Whitgift Academy Admissions Policy 2027-2028

Ethos :- John Whitgift Academy is a fully inclusive, caring academy which promotes community and social cohesion based on the simple principles of courtesy, co-operation, tolerance, and mutual respect. We demand personal excellence from students of all ages and abilities, providing them with the necessary support to become responsible citizens. John Whitgift Academy is committed to providing an innovative, enterprising, and energising curriculum with a variety of enrichment opportunities for all.

The Academy has a Published Admission Number (PAN) for the entry year of 240. If the number of applications for places is higher than the Published Admission Number (PAN), 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.
4. Children currently attending a named feeder school.
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.

Criteria 5 is also used as a tiebreaker. Whenever two children have the same priority based on criteria 2, 3 or 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.

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 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.
4. **Feeder Schools** The named feeder schools for John Whitgift Academy are Wybers Wood Academy Willows Academy Macaulay Primary Academy These schools are all part of the Delta Academies Trust.

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. 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 Secondary School Admissions Coordinated Scheme i.e. for 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 and the best interests of the child.

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.

Oasis Academy Immingham Admission Policy 2027-2028**Admission Arrangements.**

The admission arrangements for the Academy and, subject to any changes approved by the Secretary of State, for subsequent years are: The Academy has an agreed admission number of 180 students. The Academy will accordingly admit at least 180 students in the relevant age group each year if sufficient applications are received. The Academy may set a higher admission number as its published admission number for any specific year. Before setting an admission number higher than its agreed admission number, the Academy will consult those listed below. Students will not be admitted above the published admission number unless exceptional circumstances apply, and such circumstances shall be reported to the Secretary of State.

Application Procedures.

Applications for places at the Academy will be made in accordance with the LA's coordinated admission arrangements and will be made online or on the application form provided by the Academy.

Consideration of applications.

The Academy will consider all applications for places. Where fewer than 180 applications are received, the Academy will offer places to all those who have applied.

Procedures where the academy is oversubscribed.

Where the number of applications for admission is greater than the published admission number, applications will be considered against the criteria set out below. After the admission of students with an Education, Health and 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.

Criteria and Definitions.

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. Living in the catchment area
3. Siblings of students who will be attending the Academy and living at the same address on the date when the applicant would be admitted. The term 'sibling' means a full, step, half, adopted or fostered brother or sister, but not cousins. The Academy reserves the right to ask for proof of relationship.
4. Children who live the nearest distance from the Academy. The distance, which determines how close the child lives 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) (is the direct line measurement from the front door of the permanent home address) to the main entrance to the Academy site, using the Local Authority's computerised measuring system. The child's permanent address is where he or she normally lives and sleeps and from where they go to school. Proof of residence can be requested at any time throughout the admissions process. If false or misleading information is used to gain entry to the Academy, the offer of a place will be withdrawn, and the application cancelled.

Please Note: Should there be more applicants from criterion 2 or 3 than places available, then criterion 4 will be used to determine who will be allocated a place.

Admissions of children outside their normal age group.

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 Secondary School Admissions Coordinated Scheme i.e., for entry into Year 7. All requests will be considered taking into account the individual circumstances, relevant professional advice where appropriate, including discussion with the parent/carer preferred school/academy, the 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 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 secondary school and later into a further education placement.

In Year applications

New in year applications can be made by completing the online form on our website. Applications will be processed by the academy and discussed with our admission and safeguarding team. You will be notified within 15 working days if a placement. If your application has been refused, you have the right to appeal against this decision to an Independent Appeals Panel.

Oasis Academy Wintringham Admissions Policy 2027-2028

The Academy's Executive Board (Governing Body) is the admission authority for the Academy. Applications for transition from Year 6 (Primary school) to Year 7 (Secondary school) are coordinated and should be sent via the Local Authority.

The Academy ethos and values - We have high expectations and no excuses with regards to academic progress, behaviour for learning and dress, as well as upholding the PRIDE values of our Academy. We ask all parents applying for a place to respect this ethos, our values, and their importance to individual young people, the Academy, and the local community.

Perseverance - A sense of perseverance to keep going for the long haul.

Relationships - A commitment to healthy open relationships.

Inclusion - A passion to include everybody.

Diversity - A desire to treat everyone equally, respecting Diversity.

Everlasting Hope - A deep sense of Everlasting Hope that things can change and be transformed.

Primary to Secondary Admissions

1. If the number of applications for places is within the published admission number set for the Academy, a place will be allocated to everyone who applies.
The published admission number (PAN) for 2026/2027 is 180.
2. When the school is oversubscribed, after the admission of students with an Education, Health and Care plan naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

(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. Attending Oasis Academy Nunsthorpe; a primary academy which is part of the Oasis Academy Trust
5. Children of staff.
6. 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.

Criteria 6 is also used as a tiebreaker. Whenever two children have the same priority based on criteria 2 for example, then the child who lives closest to the school will be given the higher priority.

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 need(s). Where a school is recorded in the plan, the school must admit the child.

Looked After Children (LAC) Looked after children and all previously looked after children and immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order. This includes those children who appear to Oasis Community Learning 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 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).

Rules of 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 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.

Attendance at Oasis Academy Nunsthorpe Included in this factor are the children who attend Oasis Academy Nunsthorpe at the time of application. Oasis Academy Nunsthorpe for this purpose is classed as a feeder school.

Rules for Children of Staff Included in this factor are children of staff in either or both of the following circumstances: • Where a member of staff has been employed at the school for two or three years at a time at which the application for admission to the school is made, and/or •

Admission of children outside of the normal year (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.

In Year Admissions

Applications outside the normal admissions round can be made direct to the Academy.

Ormiston Maritime Academy Admissions Policy 2027-2028

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.

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). 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

Admission of pupils on the basis of catchment proximity to Ormiston Maritime Academy will be as defined by North East Lincolnshire Council.

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 stepbrother 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, office@omacademy.co.uk. 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 local governing body and any decision will be in the best interests of the child concerned. A panel of at least three governors will consider the admission request based on: The student's academic development; The student's social and emotional development; Views of the parents and principal; Medical history and/or views of a medical professional, where relevant; 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 160 per year.

Admissions criteria

Any parent may apply for a place at the academy for their child. If the number of applications is less than the number of spaces, then all children will be offered places. Where a pupil has an Education Health and Care plan which names the academy that pupil will be admitted, and the number of available places reduced accordingly.

Oversubscription criteria

If the academy receives more applications than there are available places then children with the academy named on an education, health care plan (EHC) or equivalent will be automatically admitted to the academy. If there are still places available, priority for admission will be given to those children who meet the oversubscription criteria set out below:

1. Looked after children and those who were previously looked after but immediately after being looked after was adopted or became subject to 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 child arrangements order or special guardianship order.
2. Having brothers or sisters (siblings) who are already at the school when your child is due to start.
3. Living in the catchment area, as defined by the local authority.
4. Children of staff employed at the Academy.
5. Geographical. The Academy will give priority to those living nearest to the Academy.

If there are not enough places to satisfy all applications under any one criterion, priority will be given to in accordance with proximity to the academy. Where two or more applicants live an equal distance from the academy and it is not possible to differentiate between them, priority will be determined by a random allocation process. This process will be independently verified by someone independent of the academy and OAT.

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 by the academy. In-year admissions forms can be obtained from the OMA website or from the Academy office.

The academy co-ordinates its in-year admissions. Any in-year admission application will be considered by the academy and processed in accordance with the determined oversubscription criteria.

Waltham Toll Bar Academy Admissions Policy 2027-2028

The published admission number (PAN) for 2027 - 2028 is: Year 7 - 360 Students

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

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.

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 children are tied for the last place 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.

After the admission of children with an Education Health Care Plan (EHCP), where the Academy is named 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. Children of staff employed at Waltham Toll Bar Academy.
5. Proximity to the Academy.

Tiebreaker - 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 an Education Health Care Plan and where the Academy is named in the Education Health Care Plan (EHCP) These children will have undergone a statutory assessment of their special educational needs. Where an academy is recorded in the EHCP, the Academy must admit the child.

1. **Looked after children** - A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to child arrangements order or special guardianship order). This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by Section 12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
2. **Rules for Siblings** - Included in this factor are biological siblings, stepbrother, sisters and 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. A sibling in Year 11 will be presumed to continue their education in the Sixth Form. It should be noted that there are entry requirements for the Sixth Form.
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.
3. **Rules for Residence** - By home we mean the address where the child lives for the majority of term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989. Where a child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at both addresses during term time, they can choose which address to use on the application. If the parents cannot agree on address, we will use the address where child benefit is paid. If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time. We have the right to investigate whether you live at the address you say you do and we may withdraw any offer if incorrect information has been given.
4. **Children of staff at the Academy** - Either will apply Where a member of staff (both teaching and support staff) has been employed at Waltham Toll Bar 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 either teaching staff or support staff.
5. **Distance** - Distance will be measured by the shortest and safest walking route from the front door of the child's home address (including flats) to the main entrance of the Academy, using the Local Authority's computerised measuring system, with those living closer to the Academy receiving the higher priority. By home we mean the address where the child lives for the majority of term time with a parent as defined in section 576 of the Education Act 1996 who has parental responsibility for the child as defined in the Children Act 1989. Where a child lives normally during the school week with more than one parent at different addresses, the home address for the purposes of school admissions will be the one where the child spends the majority of term time. If a parent can show that their child spends an equal amount of time at both addresses during term time, they can choose which address to use on the application. If a parent has more than one home, we will take as the home address the address where the parent and child normally live for the majority of the school term time. In the event of more than one child living the exact same safest walking distance then each child will be admitted.

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.

Appendix 4 - Admissions policies for Sixth Forms

Havelock Academy Sixth Form Admissions Policy 2027-2028

The Published Admission Number for the L6 (Year 12) is 100.

There is capacity for 200 students in the sixth form, with 70 places in its L6 (Lower 6th) (Year 12) available at the Havelock Academy site, and 30 available at the King Edward VI Academy site in Spilsby. 10 places will be made available for external applicants. The remaining 90 places will be made available for Havelock Academy and King Edward VI Academy's own students progressing from year 11 and the academy will not admit additional external applicants to its sixth form unless undersubscribed by its own students.

The Sixth Form provision at Havelock Academy incorporates a cohort of students at King Edward V Academy in Spilsby, which is also part of the David Ross Education Trust. The Sixth Form is spread over the two school sites at Havelock Academy in Grimsby and King Edward VI Academy in Spilsby. All students in the current Year 11 at each of the sites who meet the academic entry criteria may continue into the Sixth Form if they wish to do so.

Students with an Education, Health and Care Plan where Havelock Academy is named will be admitted to the Grimsby site (or King Edward VI Academy in the case of the Spilsby site).

Oversubscription Criteria for External Sixth Form Applicants

When the sixth form is under-subscribed all applicants meeting the minimum academic entry requirements will be admitted. When there are more external applicants that satisfy any academic entry requirements than the number of post-16 places available and after the admission of pupils with Education, Health and Care Plans where Havelock Academy or King Edward VI Academy is named, the following criteria will be applied in the order set out:

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.
2. Children with a sibling on roll at the time of admission.
3. Children whose parent/carer in all staff groups are employed by the Trust to work at the Havelock academy (or King Edward VI Academy for the Spilsby site): a. Where the member of staff has been employed to work at the academy for two or more years at the time at which the application for admission to the academy is made; b. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. The distance from the child's home address to the requested Sixth Form site. Priority will be given to the child living nearest the site.

Sixth Form Entry Requirements

Both internal and external pupils wishing to enter the sixth form will be expected to have met the minimum academic entry requirements for the sixth form.

Type of Course / Minimum Academic Entry Requirements

A Levels	5 Grade 4 - 9 GCSEs (or equivalent) including English and Maths Minimum GCSE grade 6 for A level study Minimum GCSE grade 7 for A level Maths and Physics study
Level 3 BTEC	5 Grade 4 – 9 GCSEs (or equivalent) including English and Maths

The academy's policy is to ensure that all students accepted into the sixth form are placed on appropriate courses where they are likely to succeed. For this reason, all students are required to attend a meeting with a member of the Sixth Form Team to discuss the most suitable courses of study based on their expected GCSE results. The application process timetable and application form for sixth form entry can be found at: <https://www.havelockacademy.co.uk/Sixth-Form>

Waltham Tollbar Academy Sixth Form College Admissions Policy 2027-2028

Application to Tollbar Sixth Form College will be by published application form located at www.walthamtollbaracademy.co.uk.

Year 12 – 200 Students including students already attending Waltham Toll Bar Academy. There are academic criteria required for entry to Year 12. These are detailed after the over subscription criteria.

Applications to Year 12

All students, including those already enrolled at Tollbar Academy, must meet the specific academic requirements below:

Courses may be added or removed depending upon demand for courses. If a subject is added the entry requirement will be Level 6 in that subject.

Course

All courses

Minimum Entry Requirement

1. GCSE English Language or English Literature at Level 5 or above
2. GCSE Maths Level 5 or above
3. Four GCSEs in addition to English and Maths at Level 5 or above

Additional Entry Requirements of individual courses:

Biology	GCSE Level 6 in Biology or Combined Science Level 6
Chemistry	GCSE Level 6 in Chemistry or Combined Science Level 6
Physics	GCSE Level 6 in Physics or Combined Science Level 6. Students taking Physics must also study A Level Maths.
Maths	GCSE Level 6 in Maths
Art	GCSE Level 6 in Art OR Graphics OR Textiles.
Business	GCSE Level 6 in either Business OR Economics OR Geography OR History
English Literature	GCSE Level 6 in English Language OR English Literature
Economics	GCSE Level 6 in either Business OR Economics OR Geography OR History
French	GCSE Level 6 in French
Geography	GCSE Level 6 Geography
History	GCSE Level 6 in History
Media Studies	GCSE Level 6 in English
Music	GCSE Level 6 in Music OR Grade 5 Music Theory. Students must have at least Grade 6 on their chosen instrument.
PE	GCSE Level 6 in PE. Students who have not studied GCSE PE will need to have a Level 6 in GCSE Science. All students taking PE must be playing competitively in one of the sports on the A Level specification and must understand that it is their responsibility to provide video evidence of themselves competing in their sport for assessment purposes.
Government and Politics	GCSE Level 6 in History OR Geography OR RE OR English
Philosophy	GCSE Level 6 in either RE OR English OR History
Spanish	GCSE Level 6 in Spanish
Psychology	GCSE Level 6 in Science
Sociology	GCSE English qualification at Level 6
Law	GCSE Level 6 in English and History OR Geography OR RE
ICT	GCSE Level 5 in English and Maths

Appendix 5 - 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

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

The Advisory Centre for Education (ACE)

The Advisory Centre for Education (ACE)	Website
Is a national charity that provides advice and information to parents/carers on a 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
• Information and support for Elective Home Education (EHE)	electivehomeeducation@nelincs.gov.uk

Special Educational Needs and Review Team

Services Provided:-	Telephone:
• Information and advice to parents on matters relating to the identification and 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 and 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 6 - 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)