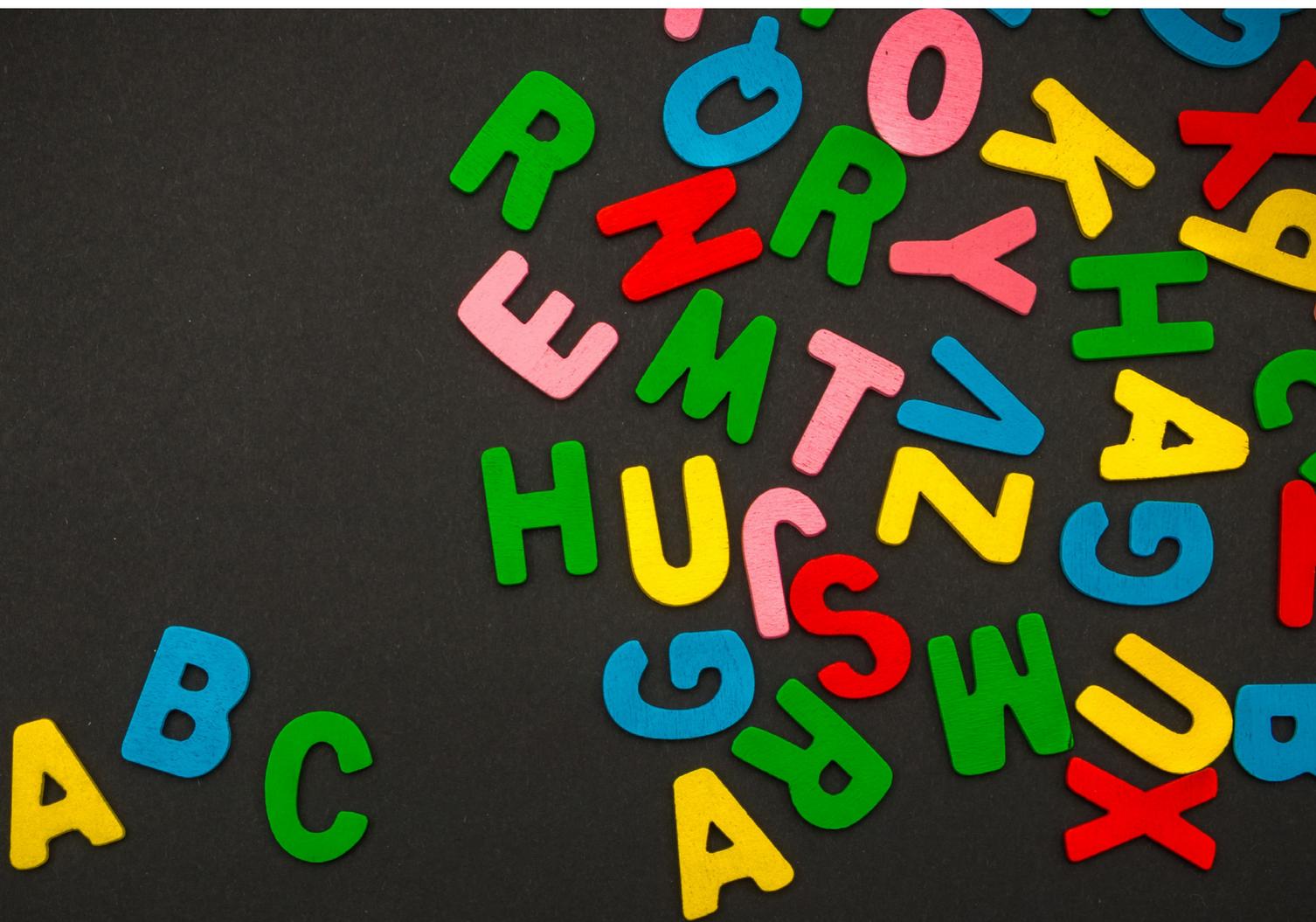


A Guide for Parents

Redcar & Cleveland People Services



**Primary Education
in Redcar & Cleveland 2019-2020**

www.redcar-cleveland.gov.uk/admissions



this is Redcar & Cleveland

From 19 November 2018 to 15 January 2019, you can apply online for a primary school place

Go to **www.redcar-cleveland.gov.uk** and click on the blue tile entitled Primary School Admissions.

- It is quick and easy to do
- It is safe and secure
- It is available 24 hours a day 7 days a week until the closing date, 15 January 2019
- You can amend your application right up to the closing date
- We will confirm that we have received your application

For assistance you can email us: schools_admissions@redcar-cleveland.gov.uk

Or phone us: 01642 837730/837740/837702

Primary Education, Redcar & Cleveland 2019-2020

Part 1 Admission Arrangements

This will be of particular interest to those parents whose children start their primary education in the 2019/20 academic year.

Part 2 General Information

This will be of interest to those parents of pupils who attend, or are about to attend, primary schools in Redcar & Cleveland.

Part 3 Details of Individual Primary Schools

Part 4 Details of Private/Voluntary Nursery Education

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Part 1 Admission Arrangements

This section deals with the arrangements for admitting pupils to primary schools in Redcar & Cleveland in September 2019. These are children born between 1 September 2014 and 31 August 2015.

In addition to this booklet, each primary school produces a prospectus which is available, on request, from the head teacher.

Parents should note that attendance of a child at a particular nursery school does not entitle him/her to a place in a particular primary school. Places at primary school are offered in accordance with the criteria outlined on pages 7 - 29. Parents should remember this when deciding on the nursery place for their child. Where a child is in the care of the local authority and the authority has parental responsibility, the People Services Department may, in consultation with others who have parental responsibility, submit a preference for a child.

At what age will my child start in primary school?

All children starting full time education in Redcar and Cleveland normally start school in September of the academic year in which they become five years of age.

How do I decide on which school would best suit my child's needs?

Primary School Achievement and Attainment Tables (formerly performance tables) can be obtained from the Department for Education by telephoning 03700002288. Alternatively, they should be available in your local library. These and other performance tables are also available on the Internet at <http://www.education.gov.uk/schools/performance>. Achievement and Attainment Tables should only be used as part of the overall decision about the school you feel is most appropriate for your child.

Choice Adviser

The People Services Department has a Choice Adviser who can offer impartial advice to you on all aspects of the transfer to primary school. This can include advice about which schools you could choose, help with completing the application form and advice about any other questions you may have about primary school education. A visit to your home or your child's current nursery school can be arranged if preferred. The Choice Adviser can be contacted on 01642 444539.

Email: christine_morris@redcar-cleveland.gov.uk

Further information can be obtained for yourself from:

- a) Visiting the schools you are interested in, including the school which serves the admission zone in which you live. This will give you first hand experience of the facilities and teaching staff and will allow you to ask any questions you may have;
- b) The school prospectus which gives information about the school including the subjects on offer, extra curricular activities, arrangements for school meals and school uniform, policies on behaviour, discipline and special educational needs;
- c) Reports published by The Office for Standards in Education (OFSTED). This is the Central Government Office which is responsible for carrying out inspections of all schools. OFSTED Reports can be obtained from the school concerned. There may be a small charge to cover photocopying costs. They are also available on the Internet at <http://www.ofsted.gov.uk>.

Alternatively, they should be available in your local library.

The addresses and telephone numbers of all the schools are shown on pages 41 - 43.

How do I find out in which school admission zone I reside?

Each Local Authority primary school has its own admission zone serving a particular area. You can telephone the school admissions team on 01642-837740 for Redcar and Cleveland Schools or 01642 201890 for Middlesbrough Schools. Your admission zone school is the one we have decided will serve your child's permanent home address. The home address means the place where your child lives. If parents do not live together and your child lives for periods of time with either parent, the home address will be the one where the parent receiving the Child Benefit lives.

How do I apply for a school place?

It is important that you let us know which school you would like your child to attend. In November 2018, you will be provided with details of how to apply for primary schools and to give reasons for your preference.

If you do not receive this by the end of November you should contact the Admissions Team on 01642 837730 / 837740 / 837702. The preferences can include both maintained and voluntary aided schools in this Local Authority or in another Local Authority, if you wish. All preferences will be considered on an equal weighting basis by the relevant Admissions Authorities.

If you live within Redcar and Cleveland Local Authority and wish to apply for a place in a school maintained by a Local Authority other than Redcar & Cleveland, you should state this preference on the application, Redcar & Cleveland Local Authority, will pass your request to the Local Authority concerned for consideration in accordance with its admission criteria. Similarly, if you live outside Redcar & Cleveland and you wish to apply for a place in a school maintained by this Local Authority you should make your request known to the Local Authority in which you live, who will pass your request to Redcar & Cleveland Local Authority for consideration in accordance with the admissions criteria.

If you intend to express a preference for a place in a voluntary aided Roman Catholic School, you will also have to complete an additional form which will be forwarded to the Governors of the school who will allocate places in accordance with the published admissions criteria for that particular school. This additional form will automatically be included in application packs sent to children who attend a Roman Catholic Nursery Schools. Other parents who wish to apply for a place in a Roman Catholic Primary school will need to contact the admissions team on 01642-837730 / 837740 / 837702 and the additional form will be posted to them. Details of each school's criteria are published on pages 16 to 24 of this booklet. For any school not published in this booklet you to contact the school direct.

To increase your chances of getting a school of your preference it is important that you express three different preferences. Repeating the same school three times does not increase your chance of getting a place in that school. You should rank your three preferences in your order of priority. Each preference will carry the same weighting, which means that you will have the same chance of getting your child a place in any of your three preferred schools. There will still be an offer of one and only one place. Where a place could be offered at more than one school parents will still only receive one offer of a school place.

The closing date for the receipt of the online or paper application, the additional form and any supporting documents is 15 January 2019.

What (and how much) information should I give on the application?

If there are any exceptional medical or social reasons why you think your child should be allocated a place, you are strongly urged to provide independent, third party information, perhaps from a professional who knows or is involved with your child, to support your application. This written support must make clear why the preferred school is the only school which could meet your child's needs. This will help give us a clear picture of any issues or problems. You will be contacted if further details or clarification are required. Any supporting information should be sent to the school admissions team.

If you have any difficulty completing the form, do not hesitate to contact the Choice Adviser on 01642 444539 or the Admissions Team on 01642 837740 / 837730 / 837702.

What may happen if I don't apply by the closing date?

You may not get your child in a school of your preference. This applies even if you live in the admission zone for the school or you have another child who will be attending the school at the time of admission.

As far as possible, the Local Authority will accept applications which are received late if there is a good reason for their lateness, and if they are received before the allocation of places is made. Examples of good reason for lateness would include serious illness of a parent or moving into the area from outside this Local Authority or moving to a different admission zone within this Local Authority. We may request evidence to support a late reason. If the form is late without good reason, applications will only be considered after all the other preferences have been allocated.

If late applications are received after places have been allocated, preferences will only be agreed if places remain available in the preferred school. If the preferred school is full, a place will be offered in the next school closest to your home with spare places. If other schools near to your home are full, the school offered may be some distance away. If you do not apply at all, your child will be offered a place in the school closest to your home with spare places. If other schools near to your home are full, the school offered may be some distance away.

What happens after I've made the application?

All applications submitted on time, i.e. on or before 15 January 2019 will be processed at the same time. It is the duty of the Local Authority, (or the Governors in respect of a Roman Catholic Aided school or foundation schools or Academies), to comply with parental preferences and admit pupils up to the published admission limit fixed for the school. Information about school admission limits can be found on Pages 41 to 43. Once a school is full and the admission number has been reached, the Admissions Authority will decline further admissions on the grounds that the admission of further children would breach infant class size legislation or would prejudice the provision of efficient education or the efficient use of resources.

All preferences will be considered in accordance with the criteria for allocating places used by this Local Authority, by neighbouring Local Authorities or by the schools which are their own admission authority. Each admission authority will produce a list identifying which criterion a child falls into and whether or not it can offer a place. Redcar & Cleveland Local Authority will then match these lists against one another and, treating all preferences equally and using the ranked order of priority, decide where a place can be offered.

If your child meets the criteria for a place at only one of your preferred schools, a place will be offered at that school. If your child meets the criteria for a place at two or more of your preferred schools, a place will be offered at the school which you have ranked as your higher preference. In most cases, the Local Authority will be able to offer your child a place in one of your preferred schools. However, if your child does not meet the criteria for a place at any of your preferred schools, a place will be offered in the next school closest to your home with spare places. If other schools near to your home are full, this may be a school some distance away.

On 16 April 2019 a letter will be posted to each parent resident in Redcar & Cleveland who made an application, telling them of their child's allocated primary school place. Those parents who did not make an application will also be sent a letter offering a place in the nearest maintained primary school to their home address which has available places. Parents who applied online will also be sent an e mail on 16 April 2019 informing them of their allocated school.

Important dates relating to the primary admission process:

Week commencing 12 November 2018 Parents will receive the application pack and other information.

15 January 2019 The online or paper application form must be received by this date.

16 April 2019 A letter will be posted to you notifying you of the place allocated for your child. An email will also be sent to those who applied online.

Other Adjoining Authorities and contact details

The criteria used for Redcar & Cleveland schools can be found on page 8. The criteria used for schools in other Local Authorities can be found in each Local Authority's "Guide for Parents" which can be obtained by telephoning the numbers given below:

Stockton on Tees - Stockton Borough Council,

People Services PO Box 223,
Church Road, Stockton on Tees
TS18 1XE
Tel 01642 526605

Middlesbrough Borough Council School Admissions,

Civic Centre,
Middlesbrough,
TS1 9FZ
Tel 01642 201890

North Yorkshire County Council, School Admissions Team,

The Education Office,
Ainsty Road,
Harrogate,
HG1 4XU
Tel 08450 349420

Hartlepool Borough Council, Children's Services,

Civic Centre,
Hartlepool,
TS24 8AY
Tel 01429 523768

Darlington Borough Council,

Children's Services,
Town Hall Darlington,
DL1 5QT
Tel 01325 388812

What does the legislation relating to Infant Class Sizes mean?

Local Authorities have to comply with Government legislation to ensure that Key Stage 1 (Infant) classes have no more than 30 pupils in them to one teacher. This may mean that the Authority would be unable to offer a place in a particular school, even if the pupil lives in the admission zone for the school.

You should be aware that there are very limited circumstances in which Appeal Panels would have the power to place a child in a class which already has 30 pupils.

Admission (oversubscription) criteria for Primary Schools for which the Local Authority is the Admissions Authority

Sometimes there are not enough places for every pupil who wants to go to a particular school. This is what is meant when a school is said to be oversubscribed. If this is the case, then places will be offered using the criteria listed below, in priority order, to children whose parents have expressed a preference by the closing date, 15 January 2019.

CRITERIA (In priority order)	EXPLANATORY NOTES
(i) children who are cared for by the Local Authority	Children who are looked after or who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22(1) of the Children's Act 1989)."
(ii) children who are permanently resident in the admission zone defined for the school.	<p>For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account.</p> <p>If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child. You will be asked to provide proof. Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The LA will take action should false information be submitted in order to secure a place at a particular school</p> <p>Attendance of a child at a particular nursery school does not entitle him/her to a place in a particular primary school. Places at primary school are offered in accordance with the criteria outlined in this table</p>
(iii) children not living in the admission zone who have elder siblings attending the school in the 2019/20 school year	<p>Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2019/2020 school year</p> <p>Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's family and in every case the child should be living in the same family unit at the same address.</p>
(iv) children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by appropriate professional advisors to the school	<p>Social reasons generally do not include domestic circumstances such as parents' working commitments, childcare arrangements, separation from friends.</p> <p>In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children.</p> <p>You are strongly urged to provide independent third party information (e.g., from a professional person who knows or is involved with your child) in support of any exceptional long term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet your child's needs.</p> <p>The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the Authority's professional advisors as to whether or not your application falls into this category.</p>
(v) children living closest to the school	The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house (including flats) and the postcode of the school, with those living closer to the school receiving higher priority.

Tie-break:

If it is necessary to distinguish between children within categories (i)-(iv) places will be offered using the criteria listed above in priority order and determined by criteria (v) - measurement on a **straight line** basis using the number and postcode of the house and the postcode of the school.

In the case of a tie break in category (v) the final allocation will be determined using the shortest **walking** route using the number and postcode of the house and the postcode of the school

Aspire Learning Partnership – Admissions Policy 2019 – 2020

This is the admissions policy for the following Foundation schools, which are member schools of the Aspire Learning Partnership, a Co-operative Trust:

Bankfields Primary School Caedmon Primary School Grangetown Primary Overfields Primary School
 South Bank Primary School Teesville Primary School Whale Hill Primary School

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

Over subscription criteria 2019/20

CRITERIA (In priority order)	EXPLANATORY NOTES
(i) children who are cared for by the Local Authority	Children who are looked after or who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22 (1) of the Children’s Act 1989).”
(ii) children who are permanently resident in the admission zone defined for the school.	For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account. If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child. You may be asked to provide proof. Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The local authority will take action should false information be submitted in order to secure a place at a particular school.
(iii) children not living in the admission zone who have elder siblings attending the school in the 2019/20 school year	Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2019/20 school year. ‘Sibling’ refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer’s partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
(iv) children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by appropriate professional advisors to the school	Social reasons generally do not include domestic circumstances such as parents’ working commitments, child care arrangements, or separation from friends. In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children. You are strongly urged to provide independent third party information (e.g., from a professional person who knows or is involved with your child) in support of any exceptional long-term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet your child’s needs. The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the local authority’s professional advisors as to whether or not your application falls into this category.
(v) children living closest to the school	The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.

Tie-break:

If it is necessary to distinguish between children within categories (i)-(iv) places will be offered using the criteria listed above in priority order and determined by criteria (v) - measurement on a **straight line** basis using the number and postcode of the house and the postcode of the school.

In the case of a tie break in category (v) the final allocation will be determined using the shortest **walking** route using the number and postcode of the house and the postcode of the school

Waiting List:

Waiting lists for both reception and year 7 will be maintained until the end of the Autumn Term 2019. Any places that become available will be allocated in accordance with the published oversubscription criteria.

Late applications:

Forms received after the closing date will be dealt with after all the other applications unless there is a good reason for their lateness, e.g. if a family moves into the area. In these cases the application can be considered along with all of those that came in on time, providing the allocation of places has not already been completed.

Requests to admit a child outside their normal age group:

Parents wishing to request admission outside their child's normal age group (e.g. a request for a 'summer-born' child whose birthday falls between 1 April and 31 August to be admitted to Reception in the September following the child's fifth birthday) should apply in the admission round at the usual time for the child's normal age group, but should simultaneously request admission outside the normal age group. The admission authority and the LA will consider individual requests for admission outside a child's normal age group and will inform the parent before Offer Day whether or not this can be agreed. If a parent's request is agreed, their application for the normal age group will be withdrawn before a place is offered and the parent must re-apply in the admission round to start Reception in the September following the child's fifth birthday. If their request is refused, the parent must decide whether to accept an offer of a place for the normal age group (to start in the September prior to the child's fifth birthday), or refuse it and make in-year application for admission to Year 1 for the September following the child's fifth birthday. Oversubscription criteria will be applied in all cases where appropriate, regardless of whether or not a child is admitted to their normal age group.

The admission number for each school for 2019/2020 is shown below

Bankfields Primary School	40
Caedmon Primary School	47
Grangetown Primary School	38
Overfields Primary School	30
South Bank Primary School	45
Teesville Primary School	45
Whale Hill Primary School	78

The East Cleveland Co-operative Learning Trust Admissions Policy 2019 – 2020

The East Cleveland Co-operative Learning Trust was established in September 2013 and consists of the following primary schools, which are now all Foundation Schools:

Belmont	45	Handale	49	Lockwood	30
Chaloner	30	Highcliffe	60	Saltburn	60

Over subscription criteria 2019/20

Where there are more applications than places available, places will be allocated using the over subscription criteria shown in the table below.

CRITERIA (In priority order)	EXPLANATORY NOTES
(i) children who are cared for by the Local Authority	Children who are looked after or who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22(1) of the Children's Act 1989)."
(ii) children who are permanently resident in the admission zone defined for the school.	For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account. If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child. You may be asked to provide proof. Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The local authority will take action should false information be submitted in order to secure a place at a particular school.
(iii) children not living in the admission zone who have elder siblings attending the school in the 2019/20 school year	Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2019/20 school year. 'Sibling' refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
(iv) children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by appropriate professional advisors to the school	Social reasons generally do not include domestic circumstances such as parents' working commitments, child care arrangements, or separation from friends. In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children. You are strongly urged to provide independent third party information (e.g., from a professional person who knows or is involved with your child) in support of any exceptional long-term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet your child's needs. The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the local authority's professional advisors as to whether or not your application falls into this category.
(v) children living closest to the school	The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.

Tie-break:

If it is necessary to distinguish between children within categories (i)-(v), places will be offered using the criteria listed above in priority order and determined by criteria (v) - measurement on a straight line basis using the number and postcode of the house and the postcode of the school.

In the case of a tie break in category (v) the final allocation will be determined using the shortest walking route using the number and postcode of the house and then postcode of the school.

Co-ordinated admission arrangements and timetable 2019/20

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

The purpose of the co-ordinated admission scheme is to ensure that, as far as is reasonably practicable, every parent of a child living in the LA area who has applied for a school place in the normal admission round received an offer of one school place on the same day. The LA has informed us it plans to roll forward last year's co-ordinated scheme for 2018/19 apart from date changes for the timetables. Copies can be obtained from the LA Admissions Section of request. The draft scheme can also be viewed on the Redcar & Cleveland Council website at www.redcar-cleveland.gov.uk. Under Popular Links click on Schools and Learning > Governor Support Service > News this term

Mid-Year applications

Applications for places in reception class after the end of the autumn term and for other year groups are coordinated by the local authority. Parents should contact the school admissions team on 01642-837740 / 837730 / 837702.

Galileo Academy Trust 2019 – 2020

Galileo Academy Trust is responsible for 10 schools within Redcar and Cleveland. As an Academy Trust, we are our own Admissions Authority. This Admissions Policy has been written in full compliance with the School Admissions Code from the Department for Education (updated September 2015).

Admission Numbers

Admission numbers are set with regard to the assessed capacity of schools. However, these numbers may vary dependent upon future plans and developments which impact on the physical capacity of the schools. The following indicated admission numbers for each school in the Galileo Academy Trust are based on the assessed net capacity of schools at the present time.

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

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

Oversubscription Criteria 2019 - 2020

CRITERIA (In priority order)	EXPLANATORY NOTES
i.) Children looked after in local authority care	<p>Children who are looked after or who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. A looked after child is a child who is (a) in the care of a local authority or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22(1) of the Children's Act 1989).</p>
ii.) Children who are permanently resident in the admission zone defined for the school.	<p>For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account.</p> <p>If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child (if eligible). If neither parent is eligible for child benefit, the address used will be that on the child's medical registration card (proof may be required). Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The local authority will take action should false information be submitted in order to secure a place at a particular school.</p>
iii.) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2019-2020 school year	<p>Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2019-2020 school year.</p> <p>'Sibling' refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.</p>
iv.) Children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by the authority's professional advisors	<p>Social reasons generally do not include domestic circumstances such as parents' working commitments, child care arrangements or separation from friends.</p> <p>In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children.</p> <p>You are strongly urged to provide independent third party information (e.g. from a professional person who knows or is involved with your child) in support of any exceptional long-term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet your child's needs.</p> <p>The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the local authority's professional advisors as to whether or not your application falls into this category and the final decision will be made by the academy.</p>
v.) Children living closest to the school	<p>The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.</p>

Tiebreak

If it is necessary to distinguish between children within the categories above, places will be offered using the criteria listed above in priority order and determined by the final criteria (v) - measurement on a straight line basis using the number and postcode of the house and the postcode of the school.

In the case of a tiebreak in the final category (v), the final allocation will be determined using the shortest walking route using the number and postcode of the house and the postcode of the school.

Late Applications

Applications received after the closing date will be considered after applications that were received on time unless there was good reason for their lateness. An example of this would be a new family moving to the area after the closing date.

Waiting Lists

Waiting lists for Reception will be maintained until the end of the Autumn Term 2019. Any places that become available will be allocated in accordance with the published oversubscription criteria.

Admission of a Child Outside their Normal Age Group

Parents may seek a place for their child outside of their normal age group, for example, if the child is gifted and talented or has experienced problems such as ill health. There is also flexibility for parents who do not feel their child is ready to start school before compulsory school age. They may defer the date their child is admitted to school until later in the school year following their child's fourth birthday, providing they do not defer beyond the point at which they reach compulsory school age, or beyond the start of the final term of that school year. Children born in the summer term, 1st April to 31st August, are not required to start school until a full school year after the point at which they could first have been admitted – the point at which other children in their age range are beginning Year 1. While most parents are happy for their child to start school in the September following their fourth birthday, some parents will have concerns about whether their child will be ready for school at this point and will consider delaying their entry until compulsory school age.

If you wish to request admission of a child outside of their normal year group, you should make an application at the normal time of entry and follow up your application with a written request to the School Admissions Team (schools_admissions@redcar-cleveland.gov.uk) asking to defer the entry date and giving your reasons for the request. Any requests will be considered in consultation with the school concerned and you will be notified of the outcome of your request. If the request is agreed, you should then submit a new application at the time applications are being taken for the revised admission date. Please note, the deferred application will be considered against all other applications for entry that year based upon a strict application of the admissions criteria. Agreement to deferral does not guarantee your child will be offered a place at the school in that year.

Requests for Mid-Year Transfer School Admission

Applications will be co-ordinated by the Redcar and Cleveland Admissions Team on behalf of all schools within the borough. Any requests for transfer should be made to the admissions team on 01642-837740 / 837730/837702.

St Bede's Primary RC Academy 2019 - 2020

St Bede's Primary Catholic Voluntary Academy was founded by the Catholic Church to provide education for baptised Catholic children. The school is run by the Board of Directors of the Nicholas Postgate Academy Trust as part of the Catholic Church in accordance with its Trust Deed and Articles of Association and seeks at all times to be a witness to Jesus Christ.

Whenever there are more applications than places available, priority will always be given to Catholic applicants in accordance with the oversubscription criteria listed below. By applying to the school, parents or carers are declaring their support for the aims and ethos of the school.

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The planned admission number for September 2019 is 30.

The partner parishes are:

St Bede's, Marske-by-the-Sea

Our Lady of Lourdes, Saltburn-by-the-Sea

The Admissions Policy Criteria will be applied on an equal preference basis.

How and When to Apply

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic Academy should also complete the Supplementary Information Form (SIF) as this is used to determine whether you are applying under a specific category. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent / carer to complete all forms and supply evidence – reminders will not be sent.

Children with an Educational Health and Care Plan, which names our academy in their plan, will be admitted to the academy.

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

Oversubscription Criteria

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 3) that is, children who will have older brothers or sisters attending the academy in September 2019.)

1. Roman Catholic 'children looked after' (in public care) and Roman Catholic children previously 'looked after' but cease to be so because they have been adopted or been subject to a residence or special guardianship order immediately following having been looked after;
2. Roman Catholic children whose home address is within the parishes of St Bede's, Marske-by the-Sea & Our Lady of Lourdes, Saltburn-by-the-Sea;
3. Roman Catholic children of members of academy staff who have been employed at the academy for two or more years at the time at which the application for admission to the academy is made;
4. Other Roman Catholic children;

5. Other 'children looked after' (in public care) and other children previously 'looked after' but cease to be so because they have been adopted or been subject to a residence or special guardianship order immediately following having been looked after;
6. Children who are baptised or dedicated members of other Christian Churches as recognised by Churches Together (see note 3);
7. Other children of members of academy staff who have been employed at the academy for two or more years at the time at which the application for admission to the academy is made;
8. Other children.

ADDITIONAL NOTES

1. Definition of Roman Catholic

Children who have been baptised as Roman Catholics or have been formally received into the Roman Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Roman Catholic or has been received into the Roman Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Roman Catholic Church will suffice.

2. Definition of Child Looked After in Public Care

A child looked after 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).

3. Churches Together in England

Applicants seeking admission under criteria 6 will be required to produce a baptismal certificate or a letter confirming their baptism. See:

http://www.cte.org.uk/Groups/234772/Home/Contacts/Member_Churches_list/Member_Churches_list.aspx

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

6. Admission of a Child outside their Normal Age Group

Parents may seek a place for their child outside of their normal age group (for example, if the child is gifted and talented or has experienced problems such as ill health). In addition, parents of a summer born child (born between 1st April and 31st August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to Reception rather than Year 1. If you wish to request admission of a child outside of their normal year group, you must contact the school to discuss your request four weeks before the closing date of the admission period for your child's normal year group. If the school agrees to your request, you should submit your application in the application window for the deferred year in which you wish your child to be admitted to the school. Please note, the deferred application will be considered against all other applications for entry that year based upon a strict application of the admissions criteria and agreement to deferral does not automatically mean your child will be offered a place at the academy in that year.

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the academy entrance will be the deciding factor. Distance will be measured [in a straight line/by the shortest walking route] from the front door of the child's home address (including flats) to the main entrance of the academy, [using the Local Authority's computerised measuring system] with those living closer to the academy receiving the higher priority.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of the Board of Directors at the academy address.

Home Address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school or academy, you should give the parental/guardian address at the time of application. The address of child-minders or other family members who may share in the care of your child should not be quoted as the home address.

Waiting Lists

If your child has been refused admission, a waiting list is available via the Local Authority where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be open until the end of the autumn term.

Application Information

It is very helpful to have an early indication of the number of children to be admitted to the Reception class in the following September. However, it must be stressed that formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place according to LA timetable.

St. Benedict's Primary Catholic Academy 2019 - 2020

St. Benedict's Primary Catholic Academy was founded by the Catholic Church to provide education for baptised Catholic children. The school is run by the Board of Directors of Nicholas Postgate Academy as part of the Catholic Church in accordance with its Trust Deed and Articles of Association and seeks at all times to be a witness to Jesus Christ. Whenever there are more applications than places available priority will always be given to Catholic applicants in accordance with the oversubscription criteria listed below. By applying to the school parents or carers are declaring their support for the aims and ethos of the school.

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2019 is 54.

How and When to Apply

The partner parishes are:

Sacred Heart, Redcar

St Augustine's, Redcar

The Admissions Policy Criteria will be applied on an Equal Preference basis.

How and When to apply

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic Academy should also complete the Supplementary Information Form (SIF) as if the academy is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

Oversubscription Criteria:

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy. Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2019.)

1. Catholic 'children looked after' (in public care) and Catholic children previously 'looked after' but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.
2. Catholic children whose home address is within the parishes of (insert parishes).
3. Catholic children of members of academy staff who have been employed at the academy or its predecessor school for two or more years at the time at which the application for admission to the academy is made Other Catholic children.

4. Other 'children looked after' (in public care) and other children previously 'looked after' but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.
5. Children of other Christian denominations (see note 3)
6. Other children of members of academy staff who have been employed at the academy or its predecessor school for two or more years at the time at which the application for admission to the academy is made.
7. Other children.

Additional Notes:

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of Looked After Child in Public Care

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):

3. Definition of children of other Christian denominations.

"Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no credal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above. All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

6. Admission of a child outside their normal age group

Parents may seek a place for their child outside of their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health. In addition parents of a Summer born child (born between 1st April and 31st August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than Year 1. If you wish to request admission of a child outside of their normal year group you must contact the school to discuss your request four weeks before the closing date of the admission period for your child's normal year group. If the school agrees to your request you should submit your application in the application window for the deferred year in which you wish your child to be admitted to the school. Please note – the deferred application will be considered against all other applications for entry that year based upon a strict application of the admissions criteria and agreement to deferral does not automatically mean your child will be offered a place at the academy in that year.

Tie-Breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor. Distance will be measured by a straight line 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. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of the Board of Directors at the academy address.

Home Address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school or academy, you should give the parental/guardian address at the time of application. The address of child-minders or other family members who may share in the care of your child should not be quoted as the home address.

Waiting Lists

If your child has been refused admission, a waiting list is available where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be open until the end of the Autumn term.

St. Paulinus Primary Catholic Voluntary Academy 2019 - 2020

Saint Paulinus Primary Catholic Voluntary Academy was founded by the Catholic Church to provide education for baptised Catholic children. The school is run by the Board of Directors of Nicholas Postgate Academy Trust as part of the Catholic Church in accordance with its Trust Deed and Articles of Association and seeks at all times to be a witness to Jesus Christ.

Whenever there are more applications than places available priority will always be given to Catholic applicants in accordance with the oversubscription criteria listed below. By applying to the school parents or carers are declaring their support for the aims and ethos of the school.

The Board of Directors is the Admissions Authority and is responsible for determining the academy's admissions policy. The Planned admission number for September 2019 is 30.

The Admissions Policy Criteria will be applied on an Equal Preference basis.

How and When to Apply

The partner parishes are:

St Paulinus, Guisborough

Applications must be made on the Local Authority Common Application Form. Parents applying to a Catholic Academy should also complete the Supplementary Information Form (SIF) as if the academy is oversubscribed; the information contained within the SIF will allow the Board of Directors to identify which over subscription criteria your application is to be considered against. All forms must be returned by the closing date set by the Local Authority. Failure to provide a Supplementary Information Form (SIF) could affect the category your application is placed in. Please note that it is the responsibility of the parent/carer to complete all forms and supply evidence – reminders will not be sent.

Children with an Educational Health and Care Plan which names our academy in their plan will be admitted to the academy.

Late Applications

Any applications received after the closing date will be accepted but considered only after those received by the closing date.

Oversubscription Criteria:

Parents are asked to note that admission to the Nursery unit is no guarantee of entry into the main academy.

Where there are insufficient places available to meet all parental preferences, priority will be given to applications in the following order:

(First priority in each category will be given to siblings (see note 4) that is, children who will have older brothers or sisters attending the academy in September 2019.)

1. Catholic 'children looked after' (in public care) and Catholic children previously 'looked after' but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.
2. Catholic children whose home address is within the parishes of St Paulinus Guisborough.
3. Catholic children of members of academy staff who have been employed at the academy or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

4. Other Catholic children.

5. Other 'children looked after' (in public care) and other children previously 'looked after' but ceased to be so because they became adopted or became subject to a residence or special guardianship order immediately following having been looked after.

6. Children of other Christian denominations (see note 3)

7. Other children of members of academy staff who have been employed at the academy or its predecessor school for two or more years at the time at which the application for admission to the academy is made.

8. Other children.

Additional Notes:

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of Looked After Child in Public Care

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):

3. Definition of children of other Christian denominations.

"Children of other Christian denominations" means: children who belong to other churches and ecclesial communities which, acknowledging God's revelation in Christ, confess the Lord Jesus Christ as God and Saviour according to the Scriptures, and, in obedience to God's will and in the power of the Holy Spirit commit themselves: to seek a deepening of their communion with Christ and with one another in the Church, which is his body; and to fulfil their mission to proclaim the Gospel by common witness and service in the world to the glory of the one God, Father, Son and Holy Spirit. An ecclesial community which on principle has no creedal statements in its tradition, is included if it manifests faith in Christ as witnessed to in the Scriptures and is committed to working in the spirit of the above.

All members of Churches Together in England and of CYTŪN are deemed to be included in the above definition, as are all other churches and ecclesial communities that are in membership of any local Churches Together Group (by whatever title) on the above basis. All applicants seeking admission under any of criteria 6 will be asked to provide evidence that they are members of another Christian denomination. A baptismal certificate or a letter from their religious leader will suffice.

4. Definition of Sibling

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling and is in attendance at the same school on the date of admission.

5. Multiple Births

For multiple births where only 1 place remains, infant classes will be allowed to exceed the statutory limit where the 31st child is a twin or from multiple births. The 'excepted pupil' will be allowed for the time in Key Stage 1 or until the class numbers fall back to current class size limit.

6. Admission of a child outside their normal age group

Parents may seek a place for their child outside of their normal age group, for example if the child is gifted and talented or has experienced problems such as ill health. In addition parents of a Summer born child (born between 1st April and 31st August) may choose not to send their child to school until the September following their 5th birthday and may request that they are admitted out of their normal age group – to reception rather than Year 1. If you wish to request admission of a child outside of their normal year group you must contact the school to discuss your request four weeks before the closing date of the admission period for your child's normal year group. If the school agrees to your request you should submit your application in the application window for the deferred year in which you wish your child to be admitted to the school. Please note – the deferred application will be considered against all other applications for entry that year based upon a strict application of the admissions criteria and agreement to deferral does not automatically mean your child will be offered a place at the academy in that year.

Tie-Breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor. Distance will be measured by a straight line 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. If the admission number is reached at the point at which the next applicant resides in a home equal distance from the last successful place(s) offered, the last place will be offered by drawing lots. When the application of this rule would lead to the separation of twins or multiple birth siblings, both (or all) will be admitted.

Right of Appeal

Where a parent has been notified that a place is not available for a child, every effort will be made to help the parent to find a place in a suitable alternative school or academy. Parents who are refused a place have a statutory right of appeal. Further details of the appeals process are available by writing to the Chair of the Board of Directors at the academy address.

Home Address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school or academy, you should give the parental/guardian address at the time of application. The address of childminders or other family members who may share in the care of your child should not be quoted as the home address.

Waiting Lists

If your child has been refused admission, a waiting list is available where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be open until the end of the Autumn term 2019.

Admissions arrangements for 2019/20, Ironstone Academy Trust

The Ironstone Academy Trust consists of the following primary schools: Normanby Primary Academy, Nunthorp Primary Academy, Ormesby Primary Academy, Riverdale Primary Academy and Zetland Primary Academy. To ensure equity and fair access, the Admissions Code states that in drawing up admission arrangements, admission authorities must ensure that the practices and the criteria used by The Ironstone Academy Trust to decide on the allocation of school places are:

- Clear in the sense of being free from doubt and easily understood;
- Objective and based on known facts. Admission authorities and Governing Bodies must not make subjective decisions or use subjective criteria;
- Procedurally fair and also equitable for all groups of children and actively promote equity across all social groups and communities;
- Enable parents' preferences for the schools of their choice to be met to the maximum extent possible;
- Provide parents or carers with easy access to helpful admissions information;
- Comply with relevant legislation, including infant class sizes and equal opportunities, which have been determined in accordance with the statutory requirements.

Admission Policy for 2019/20; Ironstone Academy Trust

There are no changes proposed to the school admission policy for 2019/20. Where there are more applications for a school than there are places available, it is proposed that places will be allocated using the over subscription criteria shown in the table below.

CRITERIA (In priority order)	EXPLANATORY NOTES
(i) children who are cared for by the Local Authority	Children who are looked after; or who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order. A looked after child is a child who a (a) in the care of a local authority in the exercise of their social services functions (Section 22(1) of the Children's Act 1989)
(ii) children who are permanently resident in the admission zone defined for the school.	For the purposes of determining whether a child lives within parent/guardian ordinarily resides and with whom the child normally lives will be taken into account. If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child (if eligible). If neither parent is eligible for child benefit, the address used will be that on the child's medical registration card (proof may be required). Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The local authority will take action should false information be submitted in order to secure a place at a particular school.
(iii) children not living in the admission zone who have elder brothers or sisters attending the school in the 2019/20 school year	Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2019/20 school year. 'Sibling' refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
(iv) children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by appropriate professional advisors to the school	Social reasons generally do not include domestic circumstances such as parent's working commitments, child care arrangements, or separation from friends. In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children. You are strongly urged to provide independent third party information (e.g., from a professional person who knows or is involved with your child) in support of any exceptional long-term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet your child's needs. The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the local authority's professional advisors as to whether or not your application falls into this category.
(v) children living closest to the school	The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.

Tie-Break

If it is necessary to distinguish between children within categories (i)-(v), places will be offered using the criteria listed above in priority order and determined by criteria (v) – measurement on a straight line basis using the number and postcode of the house and the postcode of the school.

In the case of a tie break in category (v), the final allocation will be determined using the shortest walker route using the number and postcode of the house and the postcode of the school.

Admission Applications

Parents will receive applications from their local councils between 12th November 2018 and 15th January 2019. Parents will be advised of school allocations on 16th April 2019.

Waiting Lists

Waiting lists for both Reception will be maintained by the LA until the end of the Autumn Term 2019. Any places that become available will be allocated in accordance with the published oversubscription criteria.

Late Applications

Forms received after the closing date will be dealt with after all the other applications unless there is a good reason for their lateness, e.g. if a family moves into the area. In these cases the application can be considered along with all of those that came in on time, providing the allocation of places has not already been completed.

Co-ordinated Admission Arrangement and timetable 2019/20

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

The LA has informed us it plans to roll forward last year's co-ordinated scheme for 2018/19 apart from date changes for the timetables. Copies can be obtained from the LA Admissions Section on request. The draft scheme can also be viewed on the Redcar and Cleveland website at www.redcar-cleveland.gov.uk. Under Popular Links click on Schools and Learning > Governor Support Service > News This Term.

Skelton Primary Academy

Skelton Primary School became an academy on November 1st 2013. The Governors have adopted the Redcar & Cleveland Admissions Policy and coordinated scheme.

Admission Zone

All parents are strongly urged to consult the 'Redcar & Cleveland Local Authority Guide for Parents' along with our admissions policy. Skelton Primary School admits children from the community of Skelton and beyond.

Applying for a school place

1. There will be a standard form which will be used for the purpose of admitting pupils into the reception class for primary school and a separate form (mid-year transfer form) for any applications made for a "mid-year transfer" into any year group. Applications for entry into reception class can also be made online.
2. The application forms will –
 - (a) Invite parents to express their preference for their child's school
 - (b) Invite parents to give their reasons for each preference.
 - (c) For entry into reception will specify a closing date (for the determination year) and where it must be returned.
3. The LA will make appropriate arrangements to ensure that application forms are available on request from the LA. Mid-year application forms for primary school transfer will also be available in primary schools.
4. Where a school receives a supplementary form it will not be regarded as a valid application unless the parent has also completed either the Redcar & Cleveland paper or online application or, if resident in another area, their home area's application form upon which the school is nominated. Supplementary forms should be returned to the LA. Under the requirements of the scheme, parents will not be under any obligation to complete an individual school's supplementary form where this is not strictly required for the governing body to apply their oversubscription criteria.

Processing of Applications

5. Completed online or paper applications should be submitted by the following deadlines:
 - a. For primary schools by the 15 January 2019.
 - b. Online applications can be made up to 11.59pm on 15 January 2019 for reception application

Primary Admissions - Determining offers in response to applications.

6. The LA will act as a clearing house for the allocation of places by the relevant admission authorities. The LA will only make any decision with respect to the offer or refusal of a place in response to any preference expressed where:
 - (a) It is acting in its separate capacity as an admission authority; **or**
 - (b) An applicant is eligible for a place at more than one school, **or**
 - (c) An applicant is not eligible for a place at any school that the parent has nominated.

Mid-Year applications

Applications for places in reception class after the end of the autumn term and for other year groups are coordinated by the local authority. Parents should contact the school admissions team on 01642-837740 / 837730 / 837702.

Timetable for the co-ordinated admission arrangements 2018/2019

W/C 12 November 2018 19 November 2018	<ul style="list-style-type: none">• Send out application Information.• Online application website opens.
15 January 2019	<ul style="list-style-type: none">• Closing date for receipt of online and paper applications
16 April 2019	<ul style="list-style-type: none">• The LA to send letters to all parents informing them of their allocated schools• LA to inform schools of allocated pupils.• Parents will be advised of their right to appeal if they are unhappy with their allocated school
14 May 2019	<ul style="list-style-type: none">• Closing date for appeals
June/July 2019	<ul style="list-style-type: none">• Appeals to be heard by Independent Panels
End of Autumn Term 2019	<ul style="list-style-type: none">• Admission round ends• Waiting lists close

Late Applications

7. Forms received after the closing date will be dealt with after all the other applications unless there is a good reason for their lateness, e.g. if a family moves into the area. In these cases the application can be considered along with all of those that came in on time, providing the allocation of places has not already been completed.

Waiting Lists

8. Waiting lists for both reception will be maintained until the end of the Autumn Term 2019. Any places that become available will be allocated in accordance with the published oversubscription criteria.

Admission number for 2019/2020

9. Admission numbers are set with regard to the assessed capacity of schools. However, these numbers may vary dependent upon future plans and developments which impact on the physical capacity of the schools. Skelton Primary School can admit 90 children into each year group.

Criteria In priority Order

i) Children who are cared for by the Local Authority

Children who are looked after or who were previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order.

A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (Section 22(1) of the Children's Act 1989).

- #### ii) Children who are permanently resident in the admission zone defined for the school.
- For the purposes of determining whether a child lives within the admission zone, only the address at which the parent/guardian ordinarily resides and with whom the child normally lives will be taken into account.

If parents are separated and the child lives for periods of time with both parents, the address used will be of the parent who receives child benefit for the child. You may be asked to provide proof. Short term tenancies entered into with the prime objective of securing admission for a child at a particular school will not qualify as places of ordinary residence. The Authority will take action should false information be submitted in order to secure a place at a particular school.

(iii) Children not living in the admission zone who have elder brothers or sisters attending the school in the 2019/20 school year.

Brothers and sisters and step brothers and sisters will qualify under this criterion as long as they both live at the same permanent address and the elder sibling is still attending the preferred school in the 2019/20 school year.

Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.

(iv) Children not living within the admission zone who have exceptional social and/or medical reasons for attending a particular school, professionally supported by an independent third party and sustained by the Authority's professional advisors

Social reasons generally do not include domestic circumstances such as parents' working commitments, childcare arrangements, separation from friends. In the case of medical reasons, evidence would need to demonstrate the exceptional long-term nature of the condition. All mainstream schools are able to cater for a wide range of medical needs which may be encountered by children.

You are strongly urged to provide independent third party information (e.g., from a professional person who knows or is involved with your child) in support of any exceptional long term medical or social reason why you think your child should be given special consideration for placement in a particular school. This written support must make clear why the preferred school is the only school which could meet your child's needs.

The submission of independent information will not automatically guarantee a place under this criterion. However, the evidence will be carefully considered by the Authority's professional advisors as to whether or not your application falls into this category.

(v) Children living closest to the school

The distance from home to school will be measured by computer on a straight line basis using the number and postcode of the house and the postcode of the school.

Tie-break

If it is necessary to distinguish between children within categories (i)-(iv) places will be offered using the criteria listed above in priority order and determined by criteria

(v) - measurement on a straight line basis using the number and postcode of the house and the postcode of the school.

In the case of a tie break in category (v) the final allocation will be determined using the shortest walking route using the number and postcode of the house and the postcode of the school.

Additional / Supplementary Forms

All parents who list their preferred schools on the LA's application form are regarded as having made valid applications. An additional or supplementary form may also have to be completed for applicants considered under faith criteria of faith schools, for boarding schools and for selective schools.

Change of address

If you notify a change of address during the application and appeal process you may be asked to provide evidence of your new address.

Parents / Family Members

All parents who list their preferred schools on the LA's application form are regarded as having made valid applications. An additional or supplementary form may also have to be completed for applicants considered under faith criteria of faith schools, for boarding schools and for selective schools.

Twins / Multiple Births

The local authority will endeavour, wherever possible, not to separate twins or multiple birth children whilst still operating within the infant class size legislation. If a higher ranked preference cannot be met for twins or multiple birth siblings, then the authority will look to the next ranked preference that can accommodate both or all of the siblings.

If I am not offered a place in any of my preferred schools, what happens next?

Your preferences may not be successful if there are not enough places for all the children who want to go to your preferred schools. If we are not able to offer your child a place at any of your preferred schools, a place will be offered in the next school closest to your home with spare places; if other schools near to your home are full, this may be a school some distance away.

What is the likelihood of obtaining a place at my most preferred school?

Occasionally, some schools receive more applications than places available. The table below shows the number of places that were refused at the time of the initial allocation of places for the previous four years.

2015/16		2016/17		2017/18		2018/19	
Bankfields	4	Galley Hill	3	Bankfields	3	Chaloner	3
Chaloner	9	John Batty	5	Coatham	2	Ings Farm	2
Coatham	7	Newcomen	9	Galley Hill	1	Newcomen	9
Dormanstown	2	Nunthorpe	1	Green Gates	4	Nunthorpe	6
Galley Hill	1	Overfields	1	Newcomen	2	Ormesby	2
Highcliffe	8	St Paulinus	2	Nunthorpe	2	St. Benedict's	2
Ings Farm	2	Teesville	6	Riverdale	2	St. Paulinus	2
John Batty	5			St. Paulinus	3		
Newcomen	9			Westgarth	1		
Nunthorpe	3						
Ormesby	2						
St Paulinus	1						
Saltburn	7						
Westgarth	2						
Zetland	12						

The table below summarises the number of preferences received for all primary schools as at 16th April 2018 for 2018/2019.

School	Preference 1	Preference 2	Preference 3
Badger Hill Primary School	26	7	2
Bankfields Primary School	33	11	1
Belmont Primary School	41	21	23
Caedmon Primary School	48	8	6
Chaloner Primary School	33	2	3
Coatham Church Of England Voluntary Controlled Pri	28	9	5
Dormanstown Primary Academy	29	4	2
Errington Primary School	24	6	5
Galley Hill Primary School	40	36	9
Grangetown Primary School	37	6	3
Green Gates Primary School	27	4	5
Handale Primary School	27	8	3
Highcliffe Primary School	39	12	18
Hummersea Primary School	40	9	4
Ings Farm Primary School	58	33	13
John Emmerson Batty Primary School	23	17	6
Lakes Primary School	25	8	9
Lingdale Primary School	12	3	4
Lockwood Primary School	27	10	3
New Marske Primary School	29	2	3
Newcomen Primary School	56	28	9
Normanby Primary Academy	67	17	9
Nunthorpe Primary School	36	26	19
Ormesby Primary School	48	11	5
Overfields Primary School	21	6	2
Riverdale Primary School	23	5	7
Saint Bede's Roman Catholic Primary School	28	11	15
Saint Benedict's Roman Catholic Primary	56	22	2
Saint Gabriel's Roman Catholic Voluntary Aided Pri	25	2	2
Saint Joseph's Roman Catholic Primary School	20	2	2
Saint Paulinus Roman Catholic Voluntary Aided Prim	32	20	10
Saltburn Primary School	49	6	2
Skelton Primary School	65	5	7
South Bank Community Primary School	16	8	2
St Margaret Clitherow's RC Primary School	37	7	2
St Mary's RC Primary School	26	5	1
St Peter's Church Of England Voluntary Controlled	35	8	2
Teesville Primary School	42	7	2
Westgarth Primary School	40	32	12
Whale Hill Primary School	62	28	13
Wheatlands Primary School	56	19	10
Whitecliffe Primary School	12	0	1
Wilton Primary School	7	2	0
Zetland Primary School	38	9	8

The schools shown in the table below were asked if they wished to admit further pupils within their existing resources. The schools agreed and the extra pupils were admitted as this did not breach the Infant Class Size Legislation

School	Pupils Allocated over Admission Limit
Caedmon	1
Normanby	2
Grangetown	2

The following table shows the number of appeals heard for 2018/19

School	No of Appeals 2017/18	Outcome
Nunthorpe	2	2 disallowed
Newcomen	2	1 disallowed
St. Benedict's	3	3 disallowed
Zetland	4	4 disallowed

When will I be informed of the outcome of my application?

A letter will be posted to each parent/guardian living within Redcar & Cleveland on 16 April 2019 informing them which school has been allocated for their child. Applicants who applied online will also receive an email on 16 April 2019.

What should I do if I change my address?

If you move to a new address after places have been allocated it may not be possible to give your child a place in your preferred school even if you live in the school's admission zone (see information on page 7 relating to Infant Class Size Legislation). If this is the case, a place will be offered in the nearest school to your home address which is not full. If other schools near your home are full, this may be a school some distance away. You may be asked to provide proof of your residency at the property.

What can I do if my application is not successful?

If you are not satisfied with the offer you have been offered, there is an opportunity to make an appeal to an Independent Appeal Panel. All letters advising that it has not been possible to meet an expressed preference also contain information on how to appeal. To appeal against the refusal of a place at a Local Authority School you will need to complete and return the acceptance form which will accompany the letter.

Once received, you will be sent the appeal form on which you should set out your case for believing that your child should have a place at the school of your preference, despite the fact that the strict application of the criteria means that no place is available. You should include any personal or other key factors which you think are relevant. An appeal does not have to be limited to the school you have ranked as your first preference. You can also appeal if your applications to the school you have ranked as your second and third preference have been unsuccessful.

You should indicate on the form to which school(s) your appeal is related. Appeals will be heard in June / July 2019. All appeal hearings are arranged by the Assistant Chief Executive, Legal & Democratic Services. He will send you details of the time and venue for your appeal and invite you to attend the hearing in person. You may be accompanied by a friend or representative who may put your case for you.

The Independent Appeal Panel is empowered to make a final decision after considering all the reasons of your appeal as well as the difficulties the school would encounter in taking further pupils. The decision of the Independent Appeal Panel is final and binding upon parents, schools and the Local Authority. You will be notified in writing of the decision of the Appeal Panel.

What happens if vacant places arise before the appeal hearing?

If places become available in a school before the appeal hearing, they will be allocated to the applicants in accordance with the published oversubscription criteria.

Can I make a second appeal?

Where parents have been unsuccessful in their appeal for a place in a particular school, it is not possible to consider another application for the same school in the same academic year unless there have been significant and material changes in the circumstances of the parent to warrant a further application. The Council's Legal Department will determine whether there has been a significant change to warrant another appeal.

Can I place my child's name on a waiting list for a school?

If you have not been successful in gaining a place at a school of your preference, your child's name will automatically be placed on the waiting list for the school. However, you need to be aware that places may not become available and you may need to consider a place for your child in another school. Any places which become available will be offered to pupils on the waiting list in accordance with the priorities set out in the next section "How is the waiting list prioritised".

The waiting list will be maintained for admissions to reception class only and will close at the end of the Autumn Term 2019. You may ask for your child's name to be placed on the waiting list of more than one school. If a place becomes available in any of those schools and you are offered and accept the place, your child's name will then be removed from the waiting lists of the other schools unless you specifically request to remain on the list.

How are places prioritised?

Children whose names are placed on a waiting list for a place in a particular school will be ranked in priority order in line with the oversubscription criteria. If you change address during the time the waiting list is held, proof of the address change may be required. In Aided Schools, the governing body, in consultation with the LA Admissions Authority, decides how vacancies are filled. Please check this with the school, if necessary.

Important Dates

Admission Process	
15 January 2019	Closing date for parents/guardians to return application form
16 April 2019	Date parents/guardians advised of outcome of their applications
June/July 2019	Independent Appeals Heard

School Term Dates 2019/20

Autumn term starts	1 September 2019
Half term holiday	28 October to 2 November 2019
Autumn term ends	20 December 2019
Spring term starts	2 January 2020
Half term holiday	17 February to 21 February 2020
Spring term ends	3 April 2020
Summer term starts	20 April 2020
Half term holiday	26 May to 29 May 2020 (25 May Bank Holiday)
Summer term ends	20 July 2020

Part 2 General Information

The Partnership between Schools and Parents

All Redcar and Cleveland primary schools are staffed and equipped to provide education to meet the varying needs of their pupils. Details of the aims and curriculum of each school are given in school prospectuses available from the school concerned.

A pupil's progress at school depends, to a great extent, on the support received from home and it is hoped that you will encourage your children to take full advantage of the courses and opportunities available to them. From time to time, you will receive information from schools and there will be open days, parents' meetings and other similar opportunities for you to see how your child is progressing, and how the school is operating. You can also help by contacting the school when you think that something is wrong.

Head teachers and their staff are always willing to discuss problems and are glad of any help you can give. The head teacher is the first person to contact on such matters. Further advice, where necessary, can be obtained from the Director of Children and Families Services.

What types of schools are available?

Nursery Schools: Local Authority Nursery Provision

Every primary school in Redcar & Cleveland has a nursery class attached to it and this is where most children in the borough will begin their education.

Parents should apply directly to the school of their choice for a school nursery place. In most school nurseries, children may be admitted in the term following their third birthday or in some exceptional cases, immediately following their third birthday.

In some nurseries, however, the demand for places for three year olds is high and some children may have to wait for one or two terms until a place in their preferred nursery class becomes available.

Eligibility

Local authorities must ensure that children are able to access their free entitlement for up to two years before they reach compulsory school age. A child first becomes eligible in the term after their third birthday.

A child born in the period	Will be eligible for a free place from
1st April to 31st August	1st September following child's 3rd birthday (Autumn school term)
1st September to 31st December	1st January following child's 3rd birthday (Spring school term)
1st January to 31st March	1st April following child's 3rd birthday (Summer school term)

If a school nursery class is unable to provide a place for a child as soon as he/she is eligible, the parent/carer should be signposted to the local authority. A place for the child will be found with an approved private/voluntary provider until a school nursery place is available, if that is what they wish. A list of private / voluntary nurseries can be found on page 41 of this booklet.

For further information please contact the Families' Information Service: Telephone: 0800 073 8800 (24 hour answerphone service)

Email: fis@redcar-cleveland.gov.uk

Website: www.redcar-cleveland.gov.uk/surestart

The Local Offer of Flexibility

Redcar and Cleveland local authority is able to offer parents/carers access to their free entitlement in the following ways:

1. 3 hours a day over 5 days a week
2. 5 hours a day over 3 days a week
3. 15 hours flexibly over a minimum of 2 days a week, this can be offered over 2 days providing one day does not exceed 10 hours, e.g. 2 x7.5 hour sessions.

It should be noted that options 2 and 3 may only be available in a private or voluntary early years setting. The local authority will support parents/carers to access their free entitlement in their preferred flexible option and setting.

The nursery school your child goes to does not entitle him or her to a place in that primary school. Places are given in accordance with the criteria already described in this booklet on pages 8 & 26. You should remember this when deciding on the nursery place for your child. For further details regarding admission to nursery you should contact the school direct.

Does the Adult and Children's Service have a policy for children with special educational needs?

Children who have special educational needs will often have had their needs identified at an early stage of their education. In the majority of cases, provision for those needs will be made from the resources available to mainstream schools in the area. In a small number of cases, the needs may be such that additional resources may be provided by the LA through a statutory assessment of the child's special educational needs.

When a school considers that some special educational arrangements may be needed for a child, you will be contacted by the head teacher so that any difficulties can be assessed. Similarly, if you feel that your child may require some additional help, you should not hesitate to contact the head teacher with your concerns.

Further information about LA services available to support children with special educational needs can be obtained from Children and Families Services Department. (Tel: 01642 304561/304503)

Alternatively, the Special Education Needs and Disability Information, Advice and Support Service (SENDIASS) can provide information, advice and support to parents/carers who may be concerned about their child's individual needs. (Tel: 01642-444542)

Am I entitled to assistance with travel costs for my child to attend school?

Your child may be eligible for travel assistance between home and school if they meet any of the conditions set out in Redcar & Cleveland Council's 'Home to School Travel Policy' which is available at www.redcar-cleveland.gov.uk/schooltransport.

There are a number of categories under which your child may be eligible including:

Distance

The Council will provide free school travel for children of compulsory school age if their nearest suitable school is:

- beyond 2 miles (if below the age of 8 years).
- beyond 3 miles (if aged between 8 and 16 years).

Free travel will not be provided if there are places available in a suitable school closer to home. The Council will determine what is considered to be a suitable school.

Low Income

Low income criteria are intended to secure access to schools for children for whom a lack of affordable transport could otherwise be a barrier to choice.

Children will meet low income criteria if entitled to free school meals on grounds of low income, or if parents are in receipt of the maximum level of Working Tax Credit (the level of entitlement to Working Tax Credit is shown on the notice issued by H.M. Revenue and Customs) and if:

- The nearest suitable school is beyond 2 miles (for children over the age of 8 and under 11 years);
- The school is between 2 and 6 miles (if aged 11-16 years and there are not three or more suitable nearer schools);
- The school is between 2 and 15 miles and is the nearest school preferred on grounds of religion (aged 11-16 years).

Children unable to walk in safety to school

Where children live within statutory walking distance, local authorities are under a duty to make travel arrangements where the nature of the route is such that a child cannot reasonably be expected to walk (accompanied as necessary) in reasonable safety. Therefore, free home to school travel may be provided for children who live within the statutory walking distance of their nearest qualifying school where the nature of the route is such that a child cannot reasonably be expected to walk to school (accompanied as necessary) because of the unsafe nature of the route.

The Council will determine eligibility by considering such things as age of the child, road width, traffic speed, street lighting and condition of the route. In reaching decisions on suitable safe routes, the Council will not override a parent's legal responsibility to ensure their child attends school regularly and punctually.

Special Educational Needs

Children and young people with a statement of special educational needs (SEN) or an Education Health and Care Plan (EHCP) may receive transport help depending on their individual circumstances. Councils are empowered to make any non-educational provision specified in the statement or EHCP, including transport. Provision of transport for pupils with SEN will be based on an individual child's needs and if a child's needs are such that transport is not necessary, then eligibility should be assessed using the same criteria as for other pupils (e.g. distance, low income etc.).

In the application of the Council's policy for SEN transport, free provision will only be made on the basis of an assessment of the child's individual special educational needs or disabilities as part of the statutory assessment procedure and will be reviewed as part of the process of annual review of the child's statement or EHCP

For further information and advice please contact:

Redcar & Cleveland Borough Council
 Children & Families
 Transport Section
 Phone: 01642 444973
www.redcar-cleveland.gov.uk

Is my child entitled to free school meals?

There is provision in each school for pupils to receive a midday meal. All schools operate a multi choice system. Please contact your child's school for the cost of a meal as catering providers vary in different schools. In addition some schools have snack bars where individual items of food/drink may be purchased. Where a snack bar system is in operation, the remission of cost would be up to the amount of a meal.

If you are in receipt of one of the following, you may qualify for Free School Meals:

Income Support, **or**
 Jobseeker's Allowance (Income Based), **or**
 State Pension Credit (Guaranteed Credit), **or**
 Employment and Support Allowance (Income Related), **or**

Child Tax Credit and have an annual gross income as assessed by Her Majesty's Revenue and Customs which does not exceed £16,190.00. (This figure is subject to change in April of each year.)

or Universal Credit with an annual net earned income of no more than £7,400 (£616.67 per month).

IT SHOULD BE NOTED THAT IF YOU ARE IN RECEIPT OF WORKING TAX CREDIT ON A REGULAR BASIS YOU WILL NOT QUALIFY FOR FREE SCHOOL MEALS.

From the 1st May 2009 new legislation came into effect allowing Free School Meals to be given to children whose parents become unemployed, or reduce their hours to less than 16 hours a week but still receive working tax credit (WTC) for a further FOUR WEEKS. This is known as WTC "run on" period. After this four week "run on" period the customer must receive at least one of the qualifying incomes. Children of asylum seekers are entitled to Free School Meals whilst the family is supported under the Immigration and Nationality Directorate National Asylum Support Services (NASS).

If you have any questions about Free School Meals you can contact us by:

- Telephoning – 01642 774774
- Emailing – educationalbenefits@redcar-cleveland.gov.uk
- Visiting Customer Services – Redcar and Cleveland House, Kirkleatham Street, Redcar or Low Grange District Centre, Normanby Road, Southbank or Belmont House, Rectory Lane, Guisborough.

Application forms can be obtained from Educational Benefits, Schools, Customer Services and the Redcar and Cleveland website. (www.redcar-cleveland.gov.uk)

Alternatively you contact the Educational Benefits on 01642 774774 and an application form can be completed over the telephone.

Please note that it is not possible to backdate Free School Meals entitlement.

Applications should, therefore, be submitted at the time you wish Free School Meals to be paid. Parents/Guardians will no longer be required to send a copy of their benefit evidence to support their claim. Unless we are unable to confirm eligibility, we will require proof of benefit. You must also advise Educational Benefits when you have a change in your circumstances, i.e. - Change of address or Change of school **or** Your entitlement to any of the following ends: Income Support, Pension Credit (Guaranteed Credit), Jobseekers Allowance (Income-based), Employment and Support Allowance (income related), **or** Child Tax Credit, **or** Universal Credit.

Whilst the school meal is recommended as a healthy, nutritious and well balanced meal, facilities exist within each secondary school for children who prefer to bring packed lunches.

Do I need to insure my child?

It should be noted that pupils are not automatically covered by insurance for personal property or accident in school during school hours. The Local Authority does require pupils to be adequately covered by insurance of all visits abroad or within the UK which involve an overnight stay or a foreseeable degree of risk.

Such arrangements are made by the head teacher at the appropriate time. Further details on insurance covering school journeys can be obtained from your child's school.

You should note that if you wish your child to be covered by insurance for personal property or accident in school during school hours, you need to make your own arrangements.

How do I change the primary school my child attends?

Part One of this booklet deals with the arrangements for pupils to be admitted to primary schools at statutory primary school age i.e. entry into reception.

There will be occasions, however, when older pupils wish to transfer between schools, for example, if the family moves from one area to another. In this event, you should notify your child's current head teacher of the situation and contact the school admissions team for an application form on the number below.

From time to time you may wish your child to transfer to another school for other reasons. In the first instance, you should consult the head teacher of your child's present school with a view to resolving any problems. If, after speaking to the head teacher, it is still your preference for a change of school, you should contact the school admissions team for an application form on the number below.

It may not be possible, however, to offer a place if a particular school is oversubscribed or if admission would exceed the Infant Class Size legislation which limits to 30 the number of pupils who can be placed in Key Stage 1 (infant) classes (further details on Page 7).

If you have been unable to secure a place for your child in the school of your preference you do have the right of appeal against such a decision (details on Page 29). Alternatively, Officers of the Local Authority will be pleased to advise you on the availability of places in other schools (01642 837740 / 837730 / 837702).

Decisions on admission to Aided Schools are made by the Governors of the school concerned.

Do I have to pay for school trips?

Pupils have the right to free school education for activities offered wholly or mainly during the normal teaching time regardless of parents' ability or willingness to help meet the cost. It is possible to charge for optional activities provided wholly or mainly out of school hours and each school's governing body has determined its policy. Details are available from the head teacher of the school concerned.

What subjects will my child be taught in school?

After the age of five the subjects that your child will be taught in a maintained primary school are set out in the National Curriculum: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/425601/PRIMARY_national_curriculum.pdf

The National Curriculum focuses on a core set of knowledge and skills within each of the subjects that children learn at different points:

*Key Stage 1 (year 1-year 2)

*Lower Key stage 2 (year 3 and year 4)

*Upper Key Stage 2 (year 5 and year 6).

These schools also have to teach Religious Education (RE) from a syllabus set by the local authority and Sex and Relationship Education to children from age seven in an age appropriate way. Adults with parental responsibility are entitled to withdraw their child from RE lessons – whole or part – but must inform the school.

Academies, Free schools and independent schools do not have to follow the National Curriculum. However, academies must teach a broad and balanced curriculum including English, maths and science. Academies and Free schools must also teach religious education but they can set their own syllabus. Academies and Free schools also have to teach sex and relationship education in an age appropriate way. Adults with parental responsibility are entitled to withdraw their child from RE lessons – whole or part – but must inform the school.

Maintained and Academy schools have to publish their curriculum on their school website.

The Early Years Foundation Stage (EYFS)

The Early Years Foundation Stage is an important stage as it helps your child get 'school ready'. From when your child is born up until the age of 5, their early years' experience should be happy, active, exciting, fun and secure and support their development, care and learning needs.

The Early Years Foundation Stage sets out the standards for learning, development and care from birth to five years. More information can be found at: <https://www.gov.uk/early-years-foundation-stage>

The Early Years Foundation Stage Statutory Framework supports an integrated approach to early learning and care. More information can be found here: https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/596629/EYFS_STATUTORY_FRAMEWORK_2017.pdf

Your child will be developing skills, knowledge and demonstrating their understanding through 7 areas of learning and development. There are 3 'Prime' areas:

- Communication and Language
- Physical development; and
- Personal, social and emotional development

These 'prime' areas are the core essentials for your child's healthy development and future learning.

There are also 4 'specific' areas: These are:

- Literacy
- Mathematics
- Understanding the world
- Expressive arts and design

These 7 areas are used to plan your child's learning. The professionals teaching and supporting your child will make sure that learning opportunities are matched carefully to the next steps your child needs to make in their unique learning journey.

Children in the EYFS learn by playing and exploring, being active and through creative and critical thinking which take places both indoors and outdoors.

The Primary School curriculum in England

Every maintained school must offer a curriculum which is balanced and broadly based and which:

- Promotes the spiritual, moral, cultural, mental and physical developments of pupils at the school and of society, and
- Prepares pupils at the school for the opportunities, responsibilities and experiences of later life.

The school curriculum comprises all learning and other experiences that each school plans for its pupils. The National Curriculum forms one part of the school curriculum.

All maintained schools are also required to make provision for a daily act of collective worship and must teach religious education to pupils at every key stage.

Maintained schools in England are legally required to follow the statutory National Curriculum which sets out in programmes of study, on the basis of key stages, subject content for those subjects that should be taught to all pupils.

All schools are encouraged to make provision for personal, social, health and economic education (PSHE), drawing on good practice. Independent schools have to teach PSHE as part of the Independent Schools Standards. Schools are also free to include other subjects or topics of their choice in planning and designing their own programmes of education.

The National Curriculum in England

Aims

The structure of the Primary National Curriculum, in terms of which subjects are compulsory at each stage, is set out in the table below.

The National Curriculum provides pupils with an introduction to the essential knowledge and skills that they need to be educated citizens. It introduces pupils to the best that has been thought and said; and helps engender an appreciation of human creativity and achievement.

The structure of the Primary National Curriculum, in terms of which subjects are compulsory at each stage, is set out in the table below.

The National Curriculum is just one element in the education of every child. There is time and space in the school day and in each week, term and year to range beyond the National Curriculum specifications. The National Curriculum

provides a base line of core knowledge and skills around which teachers can develop exciting and stimulating lessons to promote the development of pupils' knowledge, understanding and skills as part of the wider school curriculum

Structure

Pupils of compulsory school age in maintained schools (community and foundation), including maintained (community and foundation) special schools and also voluntary aided and voluntary controlled schools must follow the National Curriculum.

It is organised on the basis of four key stages and twelve subjects, classified in legal terms as 'core' and 'other foundation' subjects.

The Secretary of State for Education is required to publish programmes of study for each National Curriculum subject, setting out the knowledge, skills and processes to be taught at each key stage. Schools are free to choose how they organise their school day as long as the content of the national curriculum programmes of study is taught to all pupils.

The structure of the Primary National Curriculum, In terms of which subjects are compulsory at each stage, is set out in the table below.

	Key Stage 1	Outcome
Age	5-7	7-11
Year Groups	1-2	3-6
Core Subjects		
English	√	√
Mathematics	√	√
Science	√	√
Foundation Subjects		
Art and Design	√	√
Citizenship		
Computer	√	√
Design and Technology	√	√
Languages		√
Geography	√	√
History	√	√
Music	√	√
Physical Education	√	√

(The National Curriculum in England - Key stages 1 and 2 framework document September 2013)

Who are the School Governors and what do they do?

Governing boards are the strategic decision makers and vision setters in every school and academy. They play a vital role in ensuring the best possible education for every child by creating robust accountability for head teachers and other school leaders. The extent of the duties and powers of governing boards are determined through national legislation and statutory guidance. They are not responsible for decisions around operational matters. Such matters are determined by the head teacher. The composition of governing boards can vary depending upon the type of school. All boards need people with skills appropriate to the scale and nature of their role; including parents. Presently, all governance models include provision for parents, with parent governors generally elected by other parents of children attending the school. Where it is not possible to elect a parent governor the governing board may appoint a parent to the role. Parents are normally notified of any vacancies via a letter sent home with their child, but many schools also advertise vacancies on their website. We encourage you to consider standing for election if and when a vacancy occurs. Most schools buy into a package of support and training for school governors. The cost is met by the school and training is free of charge to individual governors. If you would like further information about becoming a governor please contact the Governance Support Service on 01642 837758.

Where can I get advice and support if my child is having difficulties in school?

The Attendance and Welfare Service provides advice and support to schools and families in respect of matters which may prevent children from fully benefiting from the educational opportunities available to them. The Service promotes regular school attendance supporting the Local Authority with its statutory duties regarding school attendance under section 444 of the Education Act 1996. The service recognises that good attendance is essential if pupils are to gain the most from their education.

Frequent absence seriously disrupts the continuity of learning and leads to under-achievement and low attainment. Parents are primarily responsible for ensuring the regular school attendance of their children. They should speak to school in the first instance, if they have any concerns around their child's education or attendance. If you would like to know more about the attendance and Welfare service or would like help or more information about this service, please telephone 01642 837738/37.

Part 3 Details of Individual Primary Schools

SCHOOL & ADDRESS	TELEPHONE NUMBER	STATUS (ADMISSIONS AUTHORITY)	AGE RANGE N=Nursary	NUMBER OF PUPILS NOT INCLUDING NURSARY (MAY 2018)	PUBLISHED ADMISSION LIMIT
Eston, Grangetown, Lazenby, Normanby, Nunthorpe, Ormesby, South Bank, Teesville					
Bankfields Primary Mansfield Road Eston, TS6 0RZ	01642 453157	Foundation School	4 - 11 (N)	272	40
Caedmon Primary School Attlee Road, Grangetown, TS6 7NA	01642 453187	Foundation School	4 - 11 (N)	277	47
Grangetown Primary School St Georges Road, Grangetown, Middlesbrough, TS6 7JA	01642 455278	Foundation School	4 - 11 (N)	241	38
Normanby Primary Academy Flatts Lane, Normanby, Middlesbrough, TS6 0NP	01642 469529	Academy	4 - 11 (N)	497	65
Nunthorpe Primary Academy Swan's Corner Nunthorpe, Middlesbrough, TS7 0LA	01642 315508	Academy	4 - 11 (N)	211	30
Ormesby Primary School Henry Taylor Court, Ormesby, Middlesbrough, TS7 9AB	01642 314430	Academy	4 - 11 (N)	332	50
Overfields Primary School Daisy Lane, Ormsby, Middlesbrough, TS7 9JF	01642 314548	Foundation School	4 - 11 (N)	176	30
Saint Gabriel's Roman Catholic Academy , Allendale Road, Ormesby, Middlesbrough, TS7 9LF	01642 315538	Academy	4 - 11 (N)	201	30
South Bank Community Primary School , Poplar Grove, South Bank, Middlesbrough, TS6 6SU	01642 453451	Foundation School	4 - 11 (N)	212	45
St Mary's RC Primary Academy Tennyson Avenue, Grangetown, Middlesbrough, TS6 7AD	01642 455309	Academy	4 - 11 (N)	182	30
St. Margaret Clitherow's , RC Primary Academy, St Margaret's Grove, South Bank, Middlesbrough, TS6 6TA	01642 835370	Academy	4 - 11 (N)	264	47
Teesville Primary School The Avenue, Teesville, Middlesbrough, TS6 0DD	01642 453310	Foundation School	4 - 11 (N)	306	42
Whale Hill Primary School Sandsend Road, Eston, Middlesbrough, TS6 8AD	01642 454339	Foundation School	4 - 11 (N)	512	78
Wilton Primary School Lazenby, Middlesbrough, TS6 8DY	01642 453374	Foundation School	4 - 11 (N)	67	12

SCHOOL & ADDRESS	TELEPHONE NUMBER	STATUS (ADMISSIONS AUTHORITY)	AGE RANGE N=Nursary	NUMBER OF PUPILS NOT INCLUDING NURSARY (MAY 2018)	PUBLISHED ADMISSION LIMIT
Marske, New Marske , Redcar					
Coatham Church Of England Voluntary Controlled Primary Coatham Road, Redcar, TS10 1QY	01642 486291	Local Authority Maintained	4 - 11 (N)	192	30
Dormanstown Academy South Avenue, Dormanstown, Redcar, TS10 5LY	01642 483696	Academy	4 - 11 (N)	227	37
Errington Primary School Windy Hill Lane, Marske-By-The-Sea, Redcar, TS11 7BL	01642 482002	Local Authority Maintained	4 - 11 (N)	213	34
Green Gates Primary School Kielder Close, Redcar, TS10 4HS	01642 485463	Local Authority Maintained	4 - 11 (N)	176	30
Ings Farm Primary School Stirling Road, Redcar, TS10 2JZ	01642 485369	Local Authority Maintained	4 - 11 (N)	407	60
John Emmerson Batty Primary School, Redcar, TS10 3PG	01642 483697	Local Authority Maintained	4 - 11 (N)	183	30
Lakes Primary School West Dyke Road, Redcar, TS10 4JH	01642 485894	Local Authority Maintained	4 - 11 (N)	273	45
New Marske Primary School Birkdale Road, New Marske, Redcar, TS11 8BN	01642 486392	Local Authority Maintained	4 - 11 (N)	237	37
Newcomen Primary School Trent Road, Redcar, TS10 1NL	01642 484318	Local Authority Maintained	4 - 11 (N)	344	47
Riverdale Primary School Hambleton Avenue, Redcar, TS10 4HH	01642 471298	Academy	4 - 11 (N)	200	30
Saint Bede's Roman Catholic Primary School Redcar Road, Marske-By-The-Sea, Redcar, TS11 6AE	01642 485217	Academy	4 - 11 (N)	204	30
Saint Benedict's Roman Catholic Primary Tyne Road, Redcar, TS10 1PX	01642 495770	Academy	4 - 11 (N)	383	54
Westgarth Primary School Redcar Road, Marske-By-The-Sea, Redcar, TS11 6AE	01642 485560	Local Authority Maintained	4 - 11 (N)	312	45
Wheatlands Primary School Hundale Crescent, Redcar, TS10 2PU	01642 489784	Local Authority Maintained	4 - 11 (N)	385	60
Zetland Primary School Redcar Lane, Redcar, TS10 3JL	01642 484595	Academy	4 - 11 (N)	200	30

SCHOOL & ADDRESS	TELEPHONE NUMBER	STATUS (ADMISSIONS AUTHORITY)	AGE RANGE N=Nursary	NUMBER OF PUPILS NOT INCLUDING NURSARY (MAY 2018)	PUBLISHED ADMISSION LIMIT
East Cleveland					
Badger Hill Primary School Marston Road, Kilton Lane, Brotton, TS12 2XR	01287 676289	Foundation school	4 - 11 (N)	199	30
Belmont Primary School Lauderdale Drive, Guisborough, TS14 7BS	01287 635332	Foundation school	4 - 11 (N)	323	45
Chaloner Primary School Wilton Lane, Guisborough, TS14 6LJ	01287 632996	Foundation school	4 - 11 (N)	219	30
Galley Hill Primary School Campion Drive, Guisborough, TS14 8DH	01287 635540	Foundation school	4 - 11 (N)	208	39
Handale Primary School West Road, Loftus, TS13 4RJ	01287 640416	Foundation school	4 - 11 (N)	198	49
Highcliffe Primary School Hutton Lane, Guisborough, TS14 8AA	01287 632293	Foundation school	4 - 11 (N)	378	60
Hummersea Primary School Westfield Way, Loftus, Saltburn, TS13 4XD	01287 641781	Local Authority Maintained	4 - 11 (N)	232	30
Lingdale Primary School Davison Street, Lingdale, TS12 3DU	01287 651723	Foundation school	4 - 11 (N)	83	20
Lockwood Primary School Boosbeck, Saltburn, TS12 3BL	01287 650238	Foundation school	4 - 11 (N)	179	30
Saint Joseph's Roman Catholic Primary School , Rosecroft Lane, Loftus, Saltburn, TS13 4PZ	01287 640613	Academy	4 - 11 (N)	149	30
Saint Paulinus Roman Catholic Voluntary Aided Primary , The Avenue, Guisborough, TS14 8DN	01287 637978	Academy	4 - 11 (N)	208	28
Saltburn Primary School Saltburn Learning Campus, Marske Mill Lane, Saltburn, TS12 1HJ	01287 622447	Foundation school	4 - 11 (N)	391	60
Skelton Primary Academy Station Lane, Skelton, Saltburn, TS12 2LR	01287 650689	Academy	4 - 11 (N)	503	90
St Peter's Church Of England Voluntary Controlled, Marshall Drive, Brotton, Cleveland, TS12 2UW	01287 676210	Local Authority Maintained	4 - 11 (N)	278	45
Whitecliffe Primary School Kilton Lane, Carlin How, Saltburn, TS13 4AD	01287 640414	Foundation school	4 - 11 (N)	107	20

Part 4 Local Authority Directory of private & voluntary providers of Free Nursery Entitlement for 3 and 4 year olds

EARLY YEARS SETTING AND ADDRESS	TELEPHONE NUMBER	STATUS	AGE RANGE OF CHILDREN
Cheeky Monkees Day Nursery 107 Redcar Road, Marske TS11 6HU	01642 775587	Private day nursery	0 - 5 yrs
Dots'N'Spots Day Nursery Station Lane, Skelton TS12 2LR	01287 654930	Private day nursery	0 - 5 yrs
Guisborough Day Nursery 66A Hutton Lane, Guisborough TS14 6QP	01287 635111	Private day nursery	0 - 5 yrs
Guisborough Montessori Pre-School Sunnyfield House, 36 Westgate, Guisborough TS14 6BA	07866799747	Private day nursery	2 - 5 yrs
Little Waves Daycare Green Gates Children's Centre, Keilder Close, Redcar TS10 4HS	01642 490014	Private day nursery	0 - 5 yrs
Nunthorpe Early Years Centre The Crescent, Nunthorpe, TS7 0JP	01642 322580	Private day nursery	3 - 5 yrs
Redcar Sunny Days Playgroup Cotswold Drive, Redcar TS10 4AB	01642 484404	Private day nursery	2 - 5 yrs
Rosedene Nursery Ormesby Daisy Lane Ormesby TS7 9LF	01642 300629	Private day nursery	0 - 5 yrs
Rosedene Nursery Saltburn Marske Mill Lane, Saltburn TS12 1HU	01287 626180	Private day nursery	0 - 5 yrs
Sunshine Day Nursery 4 Clifford Street, Redcar TS10 1RW	01642 486803	Private day nursery	0 - 5 yrs
The Priory Day Nursery 18 Grange Close, Grangetown, TS6 7LD	01642 453779	Private day nursery	0 - 5 yrs
Tiny Turners Day Nursery Wilton Castle, Wilton Village, Redcar, TS10 4QY	01642 463647	Private day nursery	0 - 5 yrs
Top Tots Daycare Poplar Grove, South Bank TS6 6FU	01642 456277	Private day nursery	0 - 5 yrs
Little Legs Day Nursery 70 Thames Road, Redcar TS10 1PP	01642 485455 or 01642 290200	Private day nursery	0 - 5 yrs
Tiger Tots Community Day Care Grange Farm Road, Grangetown	07845188817	Private day nursery	0 - 5 yrs
Dimples South Bank, Normanby Road, South Bank TS6 6SF	01642 455899	Private day nursery	0 - 5 yrs
Kiddiwinks Nursery Belmont Primary School, Lauderdale Drive, Guisborough, TS14 7BS	07460 931913	Private day nursery	2 - 5 yrs
Redlands Day Nursery, 4 Kirkleatham Street, Redcar, Cleveland, TS10 1RE	01642 485662	Private day nursery	0 - 5 yrs
Bow St Nursery 24 Bow Street, Guisborough, Cleveland, TS14 6BP	01287 205303	Private day nursery	2 - 5 yrs
Nanny Bears Daycare Marston Road, Brotton, Saltburn-by-the-Sea, TS12 2XR	01287 679899	Private day nursery	0 - 5 yrs
Tees Valley Tots Day Nursery South Bank Women's Centre Upper Albion Street, South Bank, TS6 6XG	01642 296166	Private day nursery	0 - 5 yrs
Nanny Bears (Zetland Park) The Crescent, Redcar, TS10 3AX	07483 129271	Private day nursery	0 - 5 yrs
Guisborough Out of School Club and Nursery Hutton Lane, Guisborough, TS14 8AA	01287 633402	Private day nursery	0 - 5 yrs
Little Acorns 91 High Street, Skelton, TS12 2DY	07972784450	Private day nursery	0 - 5 yrs

* This is the number of pupils that the school is obliged to take if applications are forthcoming

Useful Telephone Numbers

		TELEPHONE NUMBER	EMAIL ADDRESS
SCHOOL ADMISSIONS TEAM	Redcar & Cleveland House	01642 837740	schools_admissions@redcar-cleveland.gov.uk
		01642 837730	
	Cooper Centre, Kirkleatham Street, Redcar	01642 837702	
CHOICE ADVISER	Christine Morris	01642 444539	christine_morris@redcar-cleveland.gov.uk
FREE SCHOOL MEALS		01642 774774	educationalbenefits@redcar-cleveland.gov.uk
SCHOOL TRANSPORT		01642 776926	intergrated_transport_unit@redcar-cleveland.gov.uk
SPECIAL EDUCATIONAL NEEDS		01642 304547	sen@redcar-cleveland.gov.uk
EDUCATION WELFARE OFFICE		01642 837738/37	
ADVISORY CENTRE FOR EDUCATION (ACE)		0808 800 5793	(A national organisation which gives independent advice on admissions)
LOCAL GOVERNMENT OMBUDSMAN		01904 380200	



Admissions

REDCAR AND CLEVELAND

**This booklet is available in large print.
If you wish to receive this please telephone 01642 837730**

School Admissions Department
Redcar & Cleveland House,
Cooper Centre, Redcar TS10 1RT

“Redcar and Cleveland Borough Council accepts
its responsibility for creating equality”

www.redcar-cleveland.gov.uk/admissions

The information contained in this brochure was accurate at the time of publishing on August 2018. It should not be assumed, however, that arrangements and policies for the provision of education within the Redcar & Cleveland Local Authority will remain unchanged.