Transfer to secondary school in Cumbria – September 2020

The closing date to apply for a Year 7 secondary school place is 31 October 2019
If you need help in understanding this booklet or support in applying for a school place please contact the School Admissions and Appeals Team on:

01228 221582

Or by email at: school.admissions@cumbria.gov.uk

Please make sure that you apply by:

31 October 2019

If you have difficulty in applying online you can ask your child’s current school or your local library to help you, or ring the number above and we will send you a paper copy of the form.

If you require this document in another format (e.g. CD, audio cassette, Braille or large type) or in another language, please telephone 01228 221582
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Hello

We are Cumbria County Council’s School Admissions and Appeals Team. Our job is to manage all the applications for a school place at maintained schools and academies for children living in Cumbria, ensuring that all parents/carers who apply are offered a school place. This booklet will tell you how to apply for a school place, give you information about how the admissions process works and explain more about admissions to community and voluntary controlled schools where the County Council is the admissions authority. You will find that throughout the booklet there are some sentences that tell you what you must do. If the law says you must do something, we have to make sure that you understand that. We have tried throughout this booklet to keep the information simple, clear and easy to understand.

We talk about preference rather than choice because you can say on the application form which school you would like your child to attend, but this is not the same as choosing the school your child will go to. It does, however, encourage you to say which schools you would prefer.

Throughout the booklet we refer to ‘schools’. This always includes academies unless otherwise stated. Every year we receive late applications and it is a shame that some children may miss out on their preferred school just because an application form is late. The law says that we must not allow for late applications unless there are exceptional reasons. So please do make sure your application is on time – why not start thinking about it and complete the online application form?

If you have any queries regarding the information in this booklet, or need support in applying for a school place, please contact us on 01228 221582 or by email at school.admissions@cumbria.gov.uk
How to apply for a secondary school place

If you live in Cumbria and your child is in Year 6 at a primary or junior school, you must apply to Cumbria County Council (Local Authority) for a secondary school place, under the Local Authority’s Co-ordinated Admissions Scheme.

Read through this booklet carefully before making an application. You can find details about each secondary school, including individual schools’ admissions policies, and whether you also need to complete a supplementary form.

Please apply online. If your child lives in Cumbria and attends a primary or junior school in the county, the School Admissions and Appeals Team will send a letter to you through your child’s school. This letter will arrive in schools during the first week of the new academic year and it will give you information on how to make an online application.

The online application form can be found on Cumbria County Council’s website at:

www.cumbria.gov.uk/schooladmissions

The advantages of applying online are:

- You will receive an email confirmation to say your application has been received.
- You will be able to find out which school your child has been offered by 9.00am on 2 March 2020, before the letters are sent out to those who apply on a paper form.

If you are unable to apply online, you can download a form (SA3) from our website at: cumbria.gov.uk/schooladmissions. If you do not have access to a computer you could ask your child’s current school or your local library to help, or ring the number on page 4 and we will send a paper copy of the form to you. If you are completing a paper form, please write in BLOCK CAPITAL LETTERS.

However you decide to apply, you must state the address where your child lives. You must not use a business address, childminder’s address or any address other than your child’s home address.

We ask you to name three different preferences of school that you would be happy for your child to attend because we cannot guarantee that you will get your first preference.

On the application form you should give your first, second and third preferences. If you complete the form in such a way that the ranking of two or more schools is not clear, we will rank them for you.

To rank schools for you, we will use the Local Authority’s GIS mapping system to measure the distance, using the shortest walking route by road between the pupil’s home address and the nearest entrance on the school site available. The nearest school will be taken as the highest preference.
Some schools ask you to fill in a supplementary form with additional information they might need, for example a church school may ask you to prove that you are a regular worshipper. Copies of these supplementary forms are available from the relevant schools and should be available on the school’s website. They are also available on Cumbria County Council’s website at cumbria.gov.uk/schooladmissions. You must return supplementary forms direct to the schools you are applying to. Please remember that if you are completing a supplementary form, you must also apply online or complete and return the paper application form [SA3]. If you complete a supplementary form, please return directly to the school.

If we receive more than one application from you by the closing date and you have not withdrawn any earlier applications in writing, we will use the one with the latest date. If forms are not dated, or are dated on the same day, we will rank those schools where the order of preference is not clear using the measurement criteria explained on page 5.

If you are applying using a paper form, you must sign and date it. In signing your form you are agreeing that you have read this information booklet, and that the information you have provided is accurate and truthful and that you agree, if it is necessary, for the Local Authority to seek independent verification of your child’s residence. If you are at all unsure about any of the above information, please do not hesitate to contact the School Admissions and Appeals Team.

In summary:

• Please read this booklet carefully before you make your application.

• You can apply online, or complete a paper application, but please do not do both.

• Make sure your application is submitted by 31 October 2019. The online application service will be available from 9 September 2019 until the closing date of 31 October 2019 at 11.59pm.

• If one of your preferred schools has a supplementary form, complete and return the form to them by 31 October 2019.

• We will email you the outcome of your application on 2 March 2020 if you apply online, or post a letter to you on this date if you apply using a paper form.

• If you or someone you know needs general advice about admissions, please contact the School Admissions and Appeals Team (contact details on page 4).
Information about applying for a secondary school place

What is the Coordinated Admissions Scheme?
The scheme explains how the Local Authority coordinates (manages) admissions with other neighbouring authorities and schools that are their own admission authority (foundation and voluntary aided schools, free schools and academies). The purpose of the scheme is to ensure that each pupil living within Cumbria receives only one offer of a school place, whether that is a school within the county or one maintained by a neighbouring authority.

What are the different types of school?
The type of school you apply for affects the way decisions are made. For all types of school you must apply to the county council’s School Admissions and Appeals Team for a place.

For community and voluntary controlled schools the county council is the admission authority – it decides the admissions policy and makes decisions about the allocation of places.

For voluntary aided and foundation schools, each school’s governing body is responsible for the admissions policy and decisions about the allocation of places.

For academies and free schools, the academy trust is responsible for the admissions policy and decisions about the allocation of places.

The Local Authority is not responsible for allocation decisions made by voluntary aided, foundation or free schools or academies.

You can find out more about individual schools and what type they are in the schools information on pages 17 to 43 of this booklet.

How are places allocated?
The School Admissions and Appeals Team collate all applications for school places from parents and carers of children living in Cumbria. We then start a process of liaising with foundation and voluntary aided schools, academies and free schools, and with neighbouring local authorities where necessary (for example if a family live close to the county boundary and want their child to attend a school in the neighbouring county). This process is called coordination.

Each admission authority (in the case of community and voluntary controlled schools this is the county council) then looks at all applications for their school, whether they have been named as a first, second or third preference. This is because all preferences must be treated equally.

This is known as the equal preference scheme and means that each of your preferences is treated as a separate application.

Each school has a Published Admission Number (PAN) which is the number of places that a school has available to offer. The allocation process is straightforward when a school is not oversubscribed – you are likely to get a place at your first preference school. Unfortunately, schools are sometimes oversubscribed and in this case admissions authorities need to work out who has highest priority for the places in a fair and consistent way. They do this by using the oversubscription criteria contained in their admissions policy to rank all the applicants in order of priority.

If it is possible to offer a place at more than one of your preferred schools, we will offer a place at whichever of those schools that you ranked the highest.

If it is not possible to offer you a place at any of your preferred schools, you will be offered a place at the nearest school with a place available. We will decide which is the nearest by measuring the shortest walking route by road using the Local Authority GIS mapping system.

How likely am I to get my first preference?
In Cumbria you are likely to get your first preference. Last year over 94% of parents applying for secondary school places were offered their first preference. You cannot however assume you will be offered your first preference of school. There are always schools that are very popular for many different reasons and those schools tend to have more
applications than there are places available. This is why it is important to put the names of three different schools on your application form. If we cannot offer you any of your preferred schools, we will offer an alternative school so naming 3 preferences means that you have a better chance of being offered a school you have selected yourself. The law says that we must only do this after all applications from parents who have included the school as one of their preferences have been considered. This means that if you name only one school and we cannot offer a place, you will not be considered for a school place at an alternative school until places have been identified for other parents.

It is unlikely that you will not get any of your three preferences but nevertheless this has happened for a very small number of families in recent years. There is no advantage in listing fewer than three schools or including the same school more than once. This does not increase your chances of admission to a particular school. In fact, you are wasting one or more of your preferences and are more likely to be offered a place at a school some distance away from your home.

Information about the number of applications received and the number of places allocated at secondary schools last year is available within each school's information on pages 17 to 43. Please be aware, however, that this does change from year to year, and just because a school has been undersubscribed one year does not mean that it will be the next year.

Is the admissions policy for each school important?
Yes. Deciding which school to give as your first preference is not just about which school you would prefer your child to attend. You also need to consider your chances of being offered a place at that school. This is very important if you are considering naming popular schools as your preferences and these are not your catchment school.

You should check the admissions policy for the schools you are considering to see what level of priority you would have. If a school has been consistently oversubscribed in the past and you would have a low priority under the oversubscription criteria, you should think seriously about whether you want to apply for this school. Think carefully about naming popular schools for all three preferences, particularly if you have a low priority under the admissions policy. Other applicants that rank more highly using the school's admissions policy may be allocated all the available places.

How could this affect me?
If you don’t get a place at any of your preferred schools and these do not include your catchment school, you may then be disadvantaged in getting a place at your catchment school. All the places may already have been allocated to children whose parents have named the school as a preference.

What are catchment areas?
The Local Authority’s Admissions Policy for community and voluntary controlled schools and the admissions policies for many voluntary aided and foundation schools and academies make reference to catchment areas. A catchment area is a defined geographical area, which gives priority for admission to families who live within its boundary. Catchment areas defined by the Local Authority are also used in deciding on school transport entitlement. In some limited cases, foundation and voluntary aided schools and academies have a different catchment area defined for admission purposes from that which the Local Authority has defined for transport purposes. If you have any queries regarding this, please contact the School Admissions and Appeals Team.

Where an area does not form part of a catchment area the "catchment" school will be the nearest school, measuring the shortest walking route by road using the Local Authority GIS mapping system.

How do I find out which is my catchment school?
You can check with the School Admissions and Appeals Team by telephone or email. You can also ask for a map of the catchment area (for academies, voluntary aided, foundation and free schools, you will need to contact the school directly). Please be aware that children from your area may be attending a school which is not the catchment school. You should not make assumptions so it is advisable to check with the School Admissions and Appeals Team.
Do I need to send anything with my application?
You should check with the schools you are intending to state as a preference to see whether any supporting evidence should be sent with your application or a supplementary form completed. For example, it may be that the policy gives priority to families of a particular faith and asks for evidence of this. **If you do not send the evidence this may affect the priority your child is given in the process.** Make sure that any supporting evidence or supplementary forms are submitted by the closing date of 31 October 2019.

What do I need to do if my child was previously looked after by a Local Authority?
If you are applying for a foundation or voluntary aided school, or an academy or free school and you want your application to be considered on the basis that your child was previously looked after, please contact the school to find out what evidence you will need to provide. Information about what to do if you are applying for a community of voluntary controlled school can be found on page 12.

Is school transport something I should consider?
Yes. The transport policy is explained on page 46 under ‘Home to school transport – 2020/21’. If home to school transport is a factor in deciding on your preferred schools, you should give this very careful consideration.

What happens to applications received after the closing date?
It is vital to get your application in on time. There is less chance of getting a place at your preferred school if your application is late.

At the initial offer stage of the admissions process, we do not consider applications which are either submitted or changed after the closing date of 31 October 2019 until we have dealt with all applications received on time, unless there are exceptional reasons that prevented you from submitting the form on time and you provide independent proof to confirm your circumstances. We will deal with these applications differently depending on the date we receive them. If you submit an application after 31 October 2019 but before 3 January 2020 and you feel there are exceptional reasons for this, you must explain them when you submit it.

In each case we will write to you and ask for more details, for example to request some independent evidence. If you cannot provide the information required, or it is not received until after 3 January 2020, we will not be able to take into account your circumstances during the initial allocation process. However, we will be able to use it at a later stage, such as reallocation day. More information about reallocation day can be found on page 11.

If you have plans which mean you may not need a school place, you should apply anyway and withdraw your application when your plans are confirmed.

Even if there are exceptional reasons for a late application or a change of preference, it will not be possible to consider any applications received after 3 January 2020 until places have been allocated to all timely applications. If your application is late (ie received after 31 October 2019) and is not considered as exceptional (as above), your application will not be dealt with until after the initial allocation of places.

Your application will be dealt with on **reallocate day** (25 March 2019) and we will not inform you of the outcome of your application until after this date.

If your application is late and any of the schools you express a preference for are oversubscribed from the applications that we received on time, it is highly unlikely that you will be offered a place at those schools.
What happens if I move house?
If you are planning to move house, you must still make an application by the closing date of 31 October 2019, even though you may need to ask to change your preferences later because of your change of address.

If you move house after applying you must notify us. It is your responsibility to make sure you do this – if you do not it could affect the offer of a place at one of your preferred schools.

If we offer you a place at an oversubscribed school on the basis of an address you moved away from before places were allocated, we may withdraw it. If you move house after a place was allocated but before the start of the autumn term and we have reason to believe that your intended move was planned before places were allocated, we may withdraw the offer of a place.

How do I apply from outside Cumbria?
If you live outside Cumbria, you must make your application for a school place on the application form for the Local Authority where you live. You should contact the Local Authority for your area and ask for their information pack and application form.

How do I apply to another Local Authority?
One or more of the schools you apply for could be in the area of a neighbouring Local Authority. If your home address is in Cumbria, you should name your preferred schools on form your application in exactly the same way as a Cumbrian school. School Admissions will then work with the relevant Local Authority regarding your application. If you live near the Cumbrian border you may want to contact a neighbouring Local Authority for information about its schools. Details of neighbouring Authorities are provided on page 50.

If you give a school in the area of a neighbouring Local Authority as your first preference and it can be offered, you would not be offered a Cumbrian school. If it cannot be offered, you would be considered for your alternative preferences.

What happens if both parents/carers cannot agree about where they would like their child to go to school?
Sometimes, separated parents or carers submit separate application forms for their children naming different preference schools. We are unable to process both applications, because the law says that only one offer per child can be made. It would not be appropriate for the School Admissions and Appeals Team to become involved in these situations. If we receive applications in these circumstances we will write to both applicants to explain the situation.

It is best if parents/carers can resolve issues between themselves and inform us, in writing, which application should be used. However, we do know that sometimes agreement cannot be reached and the School Admissions and Appeals Team then need to make a decision as to which form to use. When this happens we will try to establish the child’s permanent address, using the address of the parent/carer who claims child benefit and process that parent/carer’s application.

As with all applications, the School Admissions and Appeals Team will only discuss the content or progress of any application with the applicant themselves.

What can I do if I am not happy with the school that I am offered?
Usually your child will be offered a place at one of your preferred schools. Last year over 99% of applicants for a secondary school place in Cumbria were offered one of their three preferences. If you are not offered a place in your preferred school or if you are unhappy with the school place allocated for whatever reason, you have the right of appeal to an independent admission appeal panel. Information about admission appeals can be found on page 47.

What happens if my child doesn’t get a place and then one becomes available?
If you have not been offered a place at one of your preferred schools on 2 March 2020, because the school was oversubscribed, your child will be considered for any places which become available. The Local Authority will
reallocate any available places after 25 March 2020. This is known as reallocation day. All outstanding applications will be considered, including any late ones, using the school’s oversubscription criteria to prioritise.

Can my child’s name go on a waiting list?
After reallocation day, it is up to the admission authority for the school or academy to maintain their waiting list. For oversubscribed schools, the admission authority must maintain a waiting list for at least one term in the academic year of admission. More information about waiting lists for community and voluntary controlled schools can be found on page 13.

How do I apply for a school place at another time? (i.e. in year)
From the first day of the school term all applications received will be treated as in-year admissions.

You can contact your preferred school directly, and in most cases it will be able to deal with your request. If you are offered a place, you can arrange an admission date with the school. If your request is refused, this should be done in writing with the reason for refusal, and you will be informed of your right of appeal against this decision.

If you prefer, you can also contact the School Admissions team to make an application and for more information about admission to school.

Some schools may also refer you to the team to handle your application (i.e. community and voluntary controlled schools, where the LA is the admissions authority).
Information about admission to community and voluntary controlled schools

How do I find out if my preferred school is a community or voluntary controlled school?
You can find out if a school is community or voluntary controlled in the individual schools information on pages 17 to 43.

How are places allocated at community and voluntary controlled schools?
If a community or voluntary controlled school is oversubscribed, places will be allocated using the oversubscription criteria contained in the Local Authority’s Admissions Policy, detailed on pages 15 and 16.

Does the junior or primary school my child is attending affect how places are allocated?
No, a child’s current school is not a factor in allocating places at community and voluntary controlled schools.

What do I need to do if my child was previously looked after by the Local Authority?
If your child was previously looked after, and you wish to be considered under category 1 of the Local Authority Admissions Policy on pages 15 and 16, you will need to provide some evidence with your application. If your child was adopted, this will be a copy of the Adoption Order. If your child became subject to a Residence/Child Arrangements Order or Special Guardianship Order, you will need to provide copies of these. If you are unsure of what you need to do, or whether your child can be considered under this category, please contact the School Admissions and Appeals Team.

What do I need to do if my child was previously looked after outside England?
For a child previously looked after outside England to be considered under category 2 of the LA General Admissions Policy, the parent or carer will need to provide appropriate written evidence to support the application, for example, a UK adoption order or a copy of the adoption order from the child’s county of origin. It is the responsibility of the parent or carer to provide the appropriate documentary evidence with the application; without this it will not be possible to consider the application under category 2 of the LA General Admissions Policy.

Will younger brothers and sisters be able to go to the same school?
Siblings of children attending their catchment area school have a higher priority for admission when places are allocated at oversubscribed community and voluntary controlled schools. If you choose a school other than your catchment area school, places may not be available for your younger children as catchment children will have higher priority.

Which address will be used in determining my child’s priority for admission?
If a school is oversubscribed, the address where the child normally lives will be used in the allocation process. It is not possible to use an alternative address such as the address of your child’s grandparents or child minder. In some cases, for example where shared parental living arrangements are in place, the address where a child normally lives may be difficult to decide. In these circumstances, the address used for child benefit purposes, (i.e. the address for the parent claiming the child benefit) will be used. Residency at a particular address is a key factor in allocating places at oversubscribed schools. If we offer a school place and then discover that the offer was made on the basis of fraudulent or misleading information (for example, a false claim to be living at an address), we may withdraw the place.
What happens if I am moving house?
If you are about to move house or think you may do so in the near future, **you must contact us and tell us the address that you will be moving to**. For your application to be considered on the basis of your new address you will need to be able to provide **evidence** of your move as soon as possible – stating an intention to move to an area will not be enough.

Examples of evidence we will request are signed tenancy agreements, evidence of exchange of contracts relating to a purchase and HM Land Registry certificates. Whatever evidence you provide, we will need to be satisfied that you will be resident at this new address at the time your child is offered a school place and also when they take up this place, in September 2020. We may have to ask you for further evidence such as utility bills. If you cannot provide the evidence required, or we do not feel that your evidence is sufficient, or it is not received until after 3 January 2020, then we will not be able to consider you for a school place based on your new address during the initial allocation process. However, we may be able to use it at a later stage (for example, on reallocation day).

A temporary move (for example, to stay with family) would not normally be considered, as the Local Authority would have to be satisfied that there is a long-term intention to remain at a particular address.

**You should always keep the School Admissions and Appeals Team informed of the progress with your move.**

This is your responsibility; it could affect the offer of a place at one of your preferred schools.

What happens if I provide false information?
Unfortunately, a small number of parents each year try to secure a place for their child by either providing false information or withholding relevant information on residency.

Every place secured on the basis of false information potentially deprives another child of their rightful place, and the Local Authority takes allegations of falsified addresses very seriously. All allegations will be investigated. Offers made for places in oversubscribed schools on the basis of false or misleading information will be withdrawn, as they have been in previous years.

The Local Authority will, as necessary, seek independent verification of your child’s address, or of any other information provided on the application form. Local Authority officers may visit the address given as the child’s residence in order to verify that he/she lives at that address.

This process may happen before or after places have been allocated.

**Can my child’s name go on a waiting list if they are not offered a place?**
If your child does not get a place in the main allocation or reallocation process (detailed on page 10), they will continue to be considered for any places which may become available at this school until the end of the Autumn term 2020. If you still want your child to be considered for any vacancies in community or voluntary controlled schools from the start of the spring term onwards (i.e. from 5 January 2021), you should contact the School Admissions and Appeals Team to put your child’s name on a waiting list.

From 5 January 2021, only children on the waiting list will be considered. Vacancies will always be allocated by applying the Admissions Policy. Length of time on the waiting list will not be a factor.
Secondary schools in Cumbria

The government has enacted legislation to provide for maintained schools to become academies. This may mean that by 1 September 2020 some of the maintained schools detailed in this book will become academies.

Finding your way around this section
This section contains information about secondary schools in Cumbria.

Admissions Policies
- The Local Authority Admissions Policy, used to allocate places at oversubscribed community and voluntary controlled schools, is shown on pages 15 and 16.
- Some information about the admissions policy for each voluntary aided, foundation and free school and academy (including their oversubscription criteria) is provided under the entry for the school. If you want to read the full policy you can look on the school’s website, contact the school for a copy or look on the county council website at cumbria.gov.uk/schooladmissions. Where relevant, if you are applying to a school on the basis of faith and wish your application to be considered under these criteria, you should complete the school's supplementary form which is available on the county council website or direct from the school.

School information
- Important contact details for schools, including address, telephone number, email and web addresses and the name of the Head Teacher;
- The type of school, whether this be community, voluntary controlled, foundation, voluntary aided, an academy or free school;
- The age range of children attending the school;
- The Department for Education reference number;
- The Published Admission Number;
- The number of first, second and third preferences that were expressed for places in the September 2019 Year 7 Intake. These only apply to applications which were received by the closing date and do not include late applications or late changes of preference.
- The number of places offered on National Offer Day (1 March 2019). Again, these do not include any late applications or changes of preference considered on reallocation day, or any applicants admitted as a result of successful appeals or offered places once the coordinated process had ended, such as in-year applicants.

Please remember that the information provided about the number of applications and offers made should be treated with caution because the position can change from one year to the next. A school which is undersubscribed one year may be oversubscribed the next. Also, a school may have exceeded its Published Admission Number in September 2019 in order to meet demand, but may not be able to do so in September 2020.

- The number of children on roll at the school in January 2019 (at the date of the last School's Census).

You can find out if your preferred school has a supplementary form under each school’s entry.

There are other ways to find out more about schools. You could:

- Visit the school – attend any open evenings
- Ask for the prospectus
- Look at the school’s website
- Read the latest Ofsted report ofsted.gov.uk
- Look at the performance data gov.uk/school-performance-tables

More information about school admissions can be found at gov.uk/school-admissions
Cumbria Children’s Services
General Admissions Policy 2020/2021

Community and Voluntary Controlled Schools

Where there are more applications than places available at a community or voluntary controlled school for entry to all year groups except Year 12, applications will be prioritised using the criteria below. They will be applied in conjunction with explanatory notes 1 - 6 which form part of the policy.

1. Children looked after and who were previously looked after, i.e. in public care, giving priority, if necessary, to the youngest child(ren) - see note 1 overleaf.

2. Children who were previously looked after outside of England – see note 1

3. Children living in the catchment area who have brothers or sisters in the school (or associated infant or junior school) at the time of admission. See notes 2 and 3 overleaf.

4. Children living outside the catchment area who, at the time of their admission, have brothers or sisters in the school (or associated infant or junior school) who were allocated a place at that school by the LA either (a) in the absence of a place being available in the catchment area school due to oversubscription and the school was identified by the LA as the next nearest with a place available or (b) the school is named in the sibling’s Statement of Special Educational Need/ Education, Health and Care Plan (EHCP) - see notes 2, 3 and 4 overleaf.

5. Other children living in the catchment area giving priority to those living closest to the school, measured by a straight-line measure between the centre of the pupil’s home address and a common point on the school site as determined by the LA - see notes 5 and 6 overleaf.

6. Children living outside the catchment area who have brothers or sisters in the school (or associated infant or junior school) at the time of their admission - see notes 2 and 3 overleaf.

7. Children living outside the catchment area, giving priority to those who live closest to the school, measured by a straight-line measure between the centre of the pupil’s home address and a common point on the school site as determined by the LA - see notes 5 and 6 overleaf.

Applications will be prioritised on the above basis. An exception will be made under the Local Authority’s policy for the education of children with special educational needs where a child holds an Education, Health and Care Plan (EHCP), that names the school.
Explanatory notes

These notes are part of the policy.

**Note 1**
A child looked after is a child in public care, who is looked after by a local authority within the meaning of Section 22 of the Children Act 1989. Children previously looked after are children who were looked after, but have ceased to be so because they were adopted (under the terms of the Adoption and Children Act 2002) or became subject to a Child Arrangements Order or Special Guardianship Order (Children Act 1989). The provision to give the highest priority to looked after and previously looked after children applies to all children who have been adopted from local authority care.

Advice issued by the Department for Education (DfE) in August 2018 states that a child previously looked after outside of England is one that was looked after, outside England, by a public authority, a religious organisation or another provider of care whose sole purpose is to benefit society.

**Note 2**
In criteria 3, 4 and 6, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school (excluding a nursery class) at the time of admission.

**Note 3**
Where reference is made to ‘associated’ infant and junior schools this is to describe those situations where infant and junior schools share the same catchment area.

**Note 4**
If a parent or carer believes that they qualify for consideration under criterion 3, they should indicate this on their preference form in the place provided for this purpose.

**Note 5**
Distance measurements will be undertaken using the Local Authority’s computerised Geographical Information System [GIS]. This measures a straight-line measure between the centre of the pupil’s home address and a common point on the school site as determined by the LA.

**Note 6**
Random allocation will be used as a tie-break in categories 5 and 7 to decide who has the highest priority for admission if the distance between the children’s home address and the school is the same. This process will be independently verified.
Appleby Grammar School

Battlebarrow
Appleby in Westmorland
Cumbria CA16 6XU
t: 017683 51580
e: admin@appleby.cumbria.sch.uk
w: www.appleby.cumbria.sch.uk
Head: Mr A Lund
Academy

Age range: 11 - 18
DfE number: 5407
Published Admission Number: 115
Number of 1st preferences 2019: 46
Number of 2nd preferences 2019: 28
Number of 3rd preferences 2019: 16
Offers made on National Offer Day 2019: 52
Number on roll (Jan 2019): 387

September 2020 Admissions Policy
If at any time there are more applicants than places available, children will be admitted in the following order of priority, which will be applied in conjunction with the notes below.

1. Children looked after, i.e. in public care, which includes previously looked after children, children who have been adopted or have become subject to a child arrangements or special guardianship order. If necessary giving priority to the youngest child(ren). [see note 1 below]

2. Children living in the catchment area who have brothers or sisters in the school at the time of their admission. [see note 2 below]

3. Other children living in the catchment area giving priority to those living closest to the school measured by the shortest walking route by road from the centre of the pupil’s home address to the main gate of the school.

4. Children living outside the catchment area who have brothers or sisters in the school at the time of their admission. [see note 2 below]

5. Children living outside the catchment area giving priority to those who live closest to the school measured by a straight line from the centre of the pupil’s home address to the main gate of the school. Distances will be undertaken using the Local Authority’s Geographical Information System (GIS).

It is an expectation of Governors that the parents and the pupils entering the School will sign and adhere to the Home / School Agreement, and will be able to demonstrate a commitment to the ethos and values of the school.

Note 1 A child looked after in public care is defined as a child accommodated or in care under Section 20 or Part (iv) or (v) of the Children Act 1989, Section 23 of the Children and Young Persons Act 1989 or as a result of Wardship proceedings.

Note 2 If it is necessary to prioritise in categories 2 or 4, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children.

Applications will be prioritised using the above criteria. An exception will be made if a child has an Education Health Care Plan naming Appleby Grammar School, as in these circumstances the Governing Body would have a statutory duty to admit the child concerned.

A map of the catchment area is available from the school.

Beacon Hill Community School

Market Square
Aspatria
Wigton
Cumbria CA7 3EZ
t: 016973 20509
e: beaconhill@beaconhill.cumbria.sch.uk
w: www.beaconhill.cumbria.sch.uk
Executive Head: Ms J Schafer
Community School

Age range: 11 - 16
DfE number: 4001
Published Admission Number: 70
Number of 1st preferences 2019: 24
Number of 2nd preferences 2019: 12
Number of 3rd preferences 2019: 6
Offers made on National Offer Day 2019: 24
Number on roll (Jan 2019): 113

This is a Community School so the LA’s admissions policy applies. Please see pages 15–16.
Cumbria County Council

Caldew School

Dalston
Carlisle
Cumbria CA5 7NN

Phone: 01228 710044
Email: office@caldew.cumbria.sch.uk
Website: www.caldew.cumbria.sch.uk

Head: Ms V Jackson
Academy

Age range: 11 - 18
DfE number: 5413
Published Admission Number: 174
Number of 1st preferences 2019: 127
Number of 2nd preferences 2019: 142
Number of 3rd preferences 2019: 88
Offers made on National Offer Day 2019: 135
Number on roll (Jan 2019): 984

September 2020 Admissions Policy

Where applications for admission exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit:

1. ‘Looked after children’ or children who have previously been looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order.

2. Children living in the catchment area who have a brother or sister attending the school at the time of their admission.

3. Other children living in the catchment area, giving priority to those living closest to the school measured by the shortest travelling route by road.

4. Children living outside the catchment area who have a brother or sister attending the school at the time of their admission.

5. Children of a member of staff who has been employed at the school for two or more years when the application for admission is made, or where they have been recruited to fill a demonstrable skill shortage.

6. Children living outside the catchment area but attending a catchment area primary school, giving priority to those children who live closest to the catchment area boundary, measured by a straight line on the map.

7. Children living outside the catchment area, giving priority to those children who live closest to the catchment area boundary, measured by a straight line on the map.

Note 1 - Governors have a statutory duty to admit any student with a statement of special educational needs, or Education, Health and Care Plan, which specifically names Caldew School.

Note 2 - If it is necessary to prioritise in categories 2 or 4, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children.

Note 3 - A 'looked after child' is a child who (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 as defined in Section 22(1) of the Children Act 1989.

Note 4 - A map of the school catchment area is available from the school or the LA.

Cartmel Priory CE School

Cartmel
Grange-over-Sands
Cumbria LA11 7SA

Phone: 015395 36202
Email: admin@cartmelprioryschool.co.uk
Website: www.cartmelprioryschool.co.uk

Head: Mrs S Beestone
Academy

Age range: 11 - 16
DfE number: 5410
Published Admission Number: 76
Number of 1st preferences 2019: 57
Number of 2nd preferences 2019: 15
Number of 3rd preferences 2019: 7
Offers made on National Offer Day 2019: 57
Number on roll (Jan 2019): 321

This school may have a supplementary form or may require documentary evidence. Please see page 9 for further details.
September 2020 Admissions Policy
All children will be admitted unless there are more applicants than places in which case the Governors will make allocations using the following criteria. These are listed in order of priority.

1. Children who are in Public Care or who have been adopted but were formerly in Public Care. This also includes children who were previously in Public Care outside of England. A child in public care is defined as a child who is looked after by the Local Authority within the meaning of section 22 of the Children’s Act 1989.

2. Children who have physical and/or medical needs who would be disadvantaged by travelling to another school. Written evidence from an appropriate professional would be required for the Governors to consider admission in this category.

3. Children living within the catchment area having a brother or sister attending Cartmel Priory CE School at the time of their admission giving priority, if necessary, to those children with the youngest siblings. Brothers and sisters are those living at the same address including step, adopted and foster children.

4. Children living in the catchment area

5. Children living outside the catchment area who, at the time of their admission, have brothers or sisters in the school.

6. Children living outside the catchment area.

The criteria outlined above will be strictly followed there being one exception. If a child has a statement of Special Educational Needs naming Cartmel Priory Church of England School then irrespective of the criteria the child will be admitted as in these circumstances the Governors have a statutory duty to admit the child concerned.

A map of the catchment area can obtained from the school.

Tie break
Where there are more applicants than places available, distance from school will be the determining factor. The distance is measured from the child’s home front door to the main entrance door of the school. The distance is determined by the shortest walking route by road. The closest addresses will have priority.

Distances will be measured using the relevant ordnance survey map(s).

Central Academy

| Victoria Place | Age range: 11 - 18 |
| Carlisle       | DfE number: 6906   |
| Cumbria, CA1 1LY | Published Admission Number: 240 |
| t: 01228 822060 | Number of 1st preferences 2019: 175 |
| e: info@rrca.org.uk | Number of 2nd preferences 2019: 114 |
| w: www.rrfa.org.uk | Number of 3rd preferences 2019: 60 |
| Head: Mr S Gilby | Offers made on National Offer Day 2019: 215 |
| Academy        | Number on roll (Jan 2019): 755 |

September 2020 Admissions Policy
Please contact Central Academy directly to obtain a copy of their admissions policy for 2020/21 or for any queries regarding the school’s oversubscription criteria.
Chetwynde School
Rating Lane
Barrow-in-Furness
Cumbria LA13 ONY

Age range: 11 - 16
DfE number: 6025
Published Admission Number: 75 (including 25 places for children transferring from the junior part of the school)
Number of 1st preferences 2019: 23
Number of 2nd preferences 2019: 37
Number of 3rd preferences 2019: 52
Offers made on National Offer Day 2019: 29
Number on roll (Jan 2019): 480

September 2020 Admissions Policy
Where there are more applications than places available at the School for entry to all year groups, applications will be prioritised using the criteria below. They will be applied in conjunction with the explanatory notes which form part of the policy.

1. A Looked After Child i.e. a child in public care, giving priority, if necessary, to the youngest child(ren) and children who were previously looked after – see note 1.

2. Children of staff – see note 2.

3. Children who have siblings at the School when the Admissions forms are submitted – see note 3.
   If there are more children with siblings at School when the admission forms are submitted than places, the places will be allocated on the basis of a straight-line measure between the centre of the pupil’s home address and the main gate of the School (the gate on Rating Lane) – see note 4.

4. Children living closest to the main gate of the School, measured by a straight-line measure from the centre of the pupil’s home address – see note 4.

Where places are available for some but not all children from multiple births (including twins), the School will exercise discretion offered by the Admissions Code to offer all the children places.

Application will be prioritised on the above basis. An exception will be made to this Policy where (i) a child holds a Statement of Educational Needs and/or Education, Health and Care Plan naming Chetwynde, or (ii) is currently undergoing a Statutory Assessment, and in either case it is considered that attendance at the School is necessary to meet the identified needs of that child.

Note 1 - “A Looked After Child”. A looked after child is a child who:- (a) is in the care of the Local Authority, or (b) is being provided with accommodation by the Local Authority in the exercise of their Social Services function, or (c) the definition as set out in Section 22(1) of the Children Act 1989 and previously looked after children and children who are looked after, but cease to be so because they are adopted or became subject to a Child Arrangements Order or Special Guardianship Order, at the time of making an application to the School.

Note 2 - Children of staff are where a member of staff has been employed for at least 2 years at the time when the application is made, OR where a member of staff has been recruited to fill a vacant post for which there is a clear skills shortage.

Note 3 - Children are siblings if they are step-siblings, adopted or foster brothers or sisters living in the same family unit at the time when the child’s application form is submitted.

Note 4 - Distance measurements will be undertaken using the Local Authority’s computerised Geographical Information System [GIS]. This measures a straight-line measure between the centre of the pupil’s home address and the main gate of the School (the gate on Rating Lane). In the event of a tie break within a block of flats, those living closest from the communal entrance will be given priority.

A child’s home address is defined as the address at which the child is normally resident. Where a child lives at more than one address, the address will be where the child lives for the majority of the time. Where the child lives at more than one address and spends equal times at both, the home address will be counted as that in which the child is registered with their GP.
September 2020 Admissions Policy

In the event of applications for admission being greater than the published number, applications will be considered against the criteria set out below:

1. Looked after children and previously looked after children will be admitted as top priority. 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 function1 at the time of making an application to the school. Previous looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). It is the responsibility of the parent or carer to provide appropriate documentary evidence with the application, as without this it will not be possible to consider the application under criteria 1.

2. A child previously looked after outside of England is one that was looked after, outside of England, by a public authority, a religious organisation or another provider of care whose sole purpose is to benefit society. It is the responsibility of the parent or carer to provide appropriate documentary evidence with the application, as without this it will not be possible to consider the application under criteria 2.

3. Children with an Education Health Care Plan (EHCP) naming the school will also be admitted.

4. Children living in the catchment area who have brothers or sisters in the school at the time of admission.

5. Students living outside the catchment area who, at the time of their admission, have brothers or sisters in the school who were allocated a place at that school by the Local Authority either (a) in the absence of a place being available in the catchment area school due to oversubscription and the school was identified by the Local Authority as the next nearest with a place available or (b) the school is named in the sibling’s Statement of Special Educational Need/Education Health and Care Plan.

6. Other students living in the catchment area.

7. Students living outside the catchment area who have brothers or sisters on the roll of Cockermouth School and who will still be on the roll, at the time of the sibling’s admission.

8. Children who attend one of the following feeder primary schools whose students usually transfer to Cockermouth School for their secondary education; All Saints CE School, Bridekirk Dovenby CE Primary School, Broughton Primary School, Dean CE Primary School, Eaglesfield Paddle CE Primary Academy, Fairfield Primary School, Lorton Primary School, St Bridget’s CE Primary School, St Joseph’s Catholic Primary School.

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

10. Students living outside the catchment area.

Where there is a need to prioritise places within any of the above criteria, priority will be given to those students who live nearest to the school.

In the event of a tiebreak under relevant criteria, when all other factors are equal, random allocation will apply.

If the last student to be offered a place within Cockermouth School’s published admission number (PAN) is a multiple birth or same cohort sibling (including adopted siblings, step-siblings, and those living as siblings in the same family unit) any further sibling will be admitted, if the parents/carers so wish, even though this may raise the intake number above the School’s PAN. The PAN will remain unchanged so that no other students will be admitted until a place becomes available within the PAN.

In criteria 3, 4 and 6, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school at the time of admission.
Distance measurements will be undertaken using the Local Authority’s computerised Geographical Information System [GIS]. This measures a straight-line measure between the centre of the student’s home address and the main entrance to the school building as determined by the LA in conjunction with the Headteacher at the time the determination was made.

### Dallam School

| Haverflatts Lane | Age range: 11 - 18 |
| Milnthorpe | DfE number: 5405 |
| Cumbria LA7 7DD | Published Admission Number: 200 |
| t: 015395 65165 | Number of 1st preferences 2019: 197 |
| e: enquiries@dallam.eu | Number of 2nd preferences 2019: 244 |
| w: www.dallam.eu | Number of 3rd preferences 2019: 142 |
| Head: Mr W Bancroft | Offers made on National Offer Day 2019: 196 |
| Academy | Number on roll (Jan 2019): 1024 |

### September 2020 Admissions Policy

Where applications exceed the number of places available, first priority will be given to children with a Statement of Special Educational Needs or Education Health and Care Plan that specifies Dallam School as the most appropriate school in that Statement or the Plan. The following criteria will then be applied, in the order set out below, to decide which children to admit:

1. A ‘looked after child’ or a child who was previously looked after but immediately after being looked after became subject to an adoption, child care arrangements, 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 (see the definition in Section 22(1) of the Children Act 1989 as amended by s.14 of the Children and Families Act 2014.).

2. Children with a sibling attending the school at the time of application. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

3. Children living in or attending schools within the civil parish boundaries of Arnside, Beetham, Burton, Heversham, Holme, Levens, Meathop & Ulpha, Milnthorpe, Preston Richard, Silverdale, Witherslack, Yealand Redmayne and Yealand Conyers and children attending the school in Crosscrake (in the parish of Stainton);

4. Dallam will also give priority to children of staff in either or both of the following circumstances:
   - (a) Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
   - (b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

5. Other children by distance from the school, with priority for admission given to children who live nearest to the school as measured by postcode. Distances are measured (by google maps) by the fastest route in time.

*Criteria (5) will be used in the unlikely event that there are more applicants who fulfil criteria (1), (2) and (3) than there are places available. In the event of a tie-break, random allocation will be used to decide who has highest priority for admission if the distance between two children’s homes and the school is the

### Dowdales School

| Dalton-in-Furness | Age range: 11 - 16 |
| Cumbria LA15 8AH | DfE number: 4150 |
| t: 01229 469800 | Published Admission Number: 210 |
| e: office@dowdales.cumbria.sch.uk | Number of 1st preferences 2019: 156 |
| w: www.dowdales.cumbria.sch.uk | Number of 2nd preferences 2019: 124 |
| Head: Ms J O’Connor | Number of 3rd preferences 2019: 66 |
| Community School | Offers made on National Offer Day 2019: 162 |
| | Number on roll (Jan 2019): 979 |

This is a Community School so the LA’s admissions policy applies. Please see pages 15 and 16.
Energy Coast UTC offers a new style of education for students aged 14 to 19, which specialises in technical studies and is sponsored by the University of Cumbria. It offers full-time courses, which combine practical and academic studies.

Employers are involved from the start in shaping and delivering the curriculum. Energy Coast UTC, based on the Lilyhall Business Park, Workington, opened to its first students in September 2014. Students will follow a different style of curriculum, delivered in a professional environment, which will equip them with a combination of social and practical skills; all with an underlying focus on future employability. Students will study a traditional academic curriculum with vocational programmes related to the Energy sector. They will also spend significant amounts of time each term working on projects alongside subject matter experts from within industry. Energy Coast UTC will have 140 places available for Year 10 students in September 2020. Further information and a copy of the Energy Coast UTC application form can be found on energycoastutc.co.uk. Once the closing date for applications is reached, Energy Coast UTC will liaise with the School Admissions and Appeals Team who will issue offer and refusal letters to applicants for places in Year 10 on National Offer Day (2 March 2020). Energy Coast UTC will handle its own applications for places in Year 12. For more information about Year 12 applications, please contact the UTC.

September 2020 Admissions Policy
Please contact Energy Coast UTC directly to obtain a copy of their admissions policy for 2020/2021 or for any queries regarding the school’s oversubscription criteria.

Furness Academy

Park Drive
Barrow-in-Furness
Cumbria LA13 9BB
t: 01229 484270
e: info@furnessacademy.co.uk
w: www.furnessacademy.co.uk
Head: Mr S Laheney
Academy

Age range: 11 - 16
DfE number: 6908
Published Admission Number: 240
Number of 1st preferences 2019: 265
Number of 2nd preferences 2019: 111
Number of 3rd preferences 2019: 43
Offers made on National Offer Day 2019: 240
Number on roll (Jan 2019): 863

September 2020 Admissions Policy
Where the number of applications for admissions is greater than the published admission number, applications will be considered against the criteria set out below.

After the admission of students with an Education Health Care Plan (EHCP) where Furness Academy is named in the EHCP, the criteria will be applied in the order in which they are set out below:

a. Looked After Children who are in the care of local authority or provided with accommodation by that authority in accordance with section 22 of the Children Act 1989 and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order). (A letter from the responsible Local Authority confirming the young person’s status must be provided).
b. Young People living within the catchment area and who at the time of application have a brother or sister, (including half-siblings, adopted siblings and those living as siblings in the same family unit) on the roll of Furness Academy and who will still be on roll at the time of the sibling’s admission i.e. giving priority on the basis of the youngest sibling.

c. Children of staff:
   (1). Where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the Academy is made, and
   (2) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

d. Students from schools within the same trust as Furness Academy

e. For those who attend a Furness Academy catchment feeder primary school, for clarity the schools in catchment are; Newbarns Primary, Greengate Junior, Cambridge Primary, St Georges C of E Primary, St Pauls C of E Junior, Roose Community Primary, Dane Ghyll Primary, St James Cof E Junior.

f. To those living nearest to the Academy measured in a straight line (the distance to be determined by using a distance measurement tool, such as Multimap) from the front door of the Academy to the front door of the child’s home.

g. Young People living outside the catchment area who at the time of their admission, have brothers and sisters (including adopted siblings, step-siblings and those living as siblings in the same family unit) on role of the Academy and who will be still on roll at the time of admission i.e. giving priority on the basis of the youngest sibling.

h. Other Young People living outside the catchment area whose parent/carer wants a place for them; a place will be offered to those meeting this criterion who live closest to Furness Academy, measured in a straight line using Multimap, from the front door of the Academy to the front door of the child’s home.

In the event of a tie break under Criteria b, c, d, e and f, when all other factors are equal, random allocation will apply.

**John Ruskin School**

| Lake Road                      | Age range: 11 - 16 |
| Coniston                      | DfE number: 4151   |
| Cumbria LA21 8EW              | Published Admission Number: 48 |
| t: 015394 41306               | Number of 1st preferences 2019: 50 |
| e: admin@johnruskin.cumbria.sch.uk | Number of 2nd preferences 2019: 39 |
| w: www.jrs.org.uk            | Number of 3rd preferences 2019: 15 |
| **Head:** Mr P Blackburn      | Offers made on National Offer Day 2019: 51 |
| Community School              | Number on roll (Jan 2019): 171 |

This is a Community School so the LA’s admissions policy applies. Please see pages 15–16.

**Keswick School**

| Vicarage Hill                 | Age range: 11 - 18 |
| Keswick                      | DfE number: 5414   |
| Cumbria CA12 5QB             | Published Admission Number: 208 (200 day pupils and 8 boarding pupils) |
| t: 017687 72605              | Number of 1st preferences 2019: 227 |
| e: traceytroman@keswick.cumbria.sch.uk | Number of 2nd preferences 2019: 179 |
| w: www.keswick.cumbria.sch.uk | Number of 3rd preferences 2019: 102 |
| **Head:** Mr S Jackson       | Offers made on National Offer Day 2019: 211 |
| Academy                      | Number on roll (Jan 2019): 1288 |

**September 2020 Admissions Policy**

Where applications for admission exceed the number of places available, the following criteria will be applied in the order set out below in order to decide which children to admit:

1. Looked after children or previously looked after children, giving priority if necessary to the youngest children.

2. Pupils living in the catchment of the school. In the event of oversubscription at this stage distances will be measured in a straight line using the GIS mapping system operated by the Local Authority. This is from the front door of the school to the front door of the child’s home with the shorter distance having a higher priority.
3. Where the child has a brother or sister attending the school at the time of application.

4. Where there are exceptional social, medical or educational reasons for admitting the child, based on information supplied by the applicant. The supporting evidence should clearly state why Keswick School is the most suitable school and the difficulties that would be caused if the child had to attend another school. The evidence will be assessed by the Head and the Local Governing Body in consultation as necessary.

5. A child of a member of staff in the following circumstances:
   (a) where the member of staff has been employed at the school for two or more years at the time at which the application is made, or
   (b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

6. Where the child attends Bassenthwaite School, which is a feeder school to Keswick School (and part of Keswick School Multi-Academy Trust).

7. Proximity of the child’s home (outside of the school catchment area) to the school, with those living nearer being accorded the higher priority. Distance will be measured in a straight line using the Local Authority GIS plotting system from the front door of the child’s home to the front door of the school.

Any child who has an Education Health and Care Plan (EHCP), naming Keswick School, will be admitted into the new Year 7 intake.

1 A “looked after child” is one who is looked after by a local authority in accordance with section 22 of the Children Act 1989 at the time of application and who the local authority confirms will still be looked after at the time of admission. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangement order or special guardianship order).

2 A “brother” or “sister” means the sister, brother, twin, half brother or sister, adopted brother or sister, or child of the parent or partner, residing in the same house at the time of application.

**Kirkbie Kendal School**

| Lound Road  | Age range: 11 - 18 |
| Kendal     | DfE number: 5400 |
| Cumbria    | Published Admission Number: 168 |
| LA9 7EQ    | Number of 1st preferences 2019: 208 |
| t: 01539 727422 | Number of 2nd preferences 2019: 111 |
| e: info@kkksa.co.uk | Number of 3rd preferences 2019: 38 |
| Head: Mr P Hyman | Number on roll (Jan 2019): 943 |
| Academy |

**September 2020 Admissions Policy**

Where there are more applications than places available at Kirkbie Kendal School for all year groups except Year 12, applications will be prioritised using the criteria below. They will be applied in conjunction with explanatory notes 1 and 2 which form part of the policy.

First - Children Looked After and previously Looked After (see Note 1).

Second - Children who have a brother or sister attending Kirkbie Kendal School (see Note 2).

Third - Children living in the catchment areas of Heron Hill School, Vicarage Park School, Natland St Marks C of E, Old Hutton C of E School and Children attending Dean Gibson R C School, children attending Ghyllside School.

Fourth - Children from the catchment areas of other Kendal Collaborative Partnership schools, eg Stramongate School, Castle Park School, Crosthwaite C of E School, St Oswald’s C of E Burneside, St Thomas’s C of E School, Selside C of E Primary School, Grayrigg C of E School.

Fifth - Children living in the catchment area of all other schools.

If the school reaches its planned admission limit within any of the above criteria then, for those in that criteria, priority will be given to those who live nearest to the school, that distance being measured in a straight line using the Local Authority GIS plotting system from the centre of the student’s home address to the centre of the front car entrance of the school.
Applications will be prioritised on the above basis. An exception will be made for students whose Education, Health and Care Plan names the school, provided the school can meet the child's needs and that meeting the need is compatible with the education of others.

**Note 1** - A child looked after, or previously looked after, i.e., in public care, is defined as a child who is looked after by a local authority within the meaning of Section 22 of the Children Act 1989. Children previously looked after are children who were looked after, but have ceased to be so because they were adopted (under the terms of the Adoption and Children Act 2002) or became subject to a Child Arrangements Order or Special Guardianship Order (Children Act 1989).

The provision to give the highest priority to looked after and previously looked after children applies to all children who have been adopted from local authority care.

**Note 2** - In criteria 2, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school at the time of admission.

<table>
<thead>
<tr>
<th>Kirkby Stephen Grammar School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christian Head</td>
</tr>
<tr>
<td>Kirkby Stephen</td>
</tr>
<tr>
<td>Cumbria CA17 4HA</td>
</tr>
<tr>
<td>t: 017683 71693</td>
</tr>
<tr>
<td>e: <a href="mailto:admin@ksgs.cumbria.sch.uk">admin@ksgs.cumbria.sch.uk</a></td>
</tr>
<tr>
<td>w: <a href="http://www.ksgs.cumbria.sch.uk">www.ksgs.cumbria.sch.uk</a></td>
</tr>
<tr>
<td>Head: Mr G Hartley</td>
</tr>
<tr>
<td>Academy</td>
</tr>
<tr>
<td>Age range: 11-18</td>
</tr>
<tr>
<td>DfE number: 5406</td>
</tr>
<tr>
<td>Published Admission Number: 64</td>
</tr>
<tr>
<td>Number of 1st preferences 2019: 39</td>
</tr>
<tr>
<td>Number of 2nd preferences 2019: 15</td>
</tr>
<tr>
<td>Number of 3rd preferences 2019: 3</td>
</tr>
<tr>
<td>Offers made on National Offer Day 2019: 42</td>
</tr>
<tr>
<td>Number on roll (Jan 2019): 407</td>
</tr>
</tbody>
</table>

**September 2020 Admissions Policy**

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

1. A ‘looked after child’ or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

2. Children with a sibling attending the school at the time of application and living within the catchment area of the school.Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.

3. Children who are pupils of the feeder primary schools for KSGS: Asby Endowed, Brough Primary, Kirkby Stephen Primary, Orton CofE Primary, Tebay Primary, Warcop CofE Primary.

4. Other children living in the catchment area giving priority to those living nearest to the school. (See Note 1)

5. Children living outside the catchment area with a sibling attending the school at the time of application, giving priority to those who live nearest the school. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. (See note1).

6. Children living outside the catchment area, giving priority to those who live nearest the school. (See Note 1)

**Note 1** - Distance measurements will be undertaken using the Local Authority’s computerised Geographical Information system (GIS). The route used will be the shortest walking route by road as identified by GIS at that time, from the middle of the home property to the nearest entrance to the school.
The Lakes School

Troutbeck Bridge
Windermere
Cumbria LA23 1HW
t: 015394 40810
e: admin@lakes.cumbria.sch.uk
w: www.lakes.cumbria.sch.uk

Head: Mr A Cunningham
Community School

Age range: 11-18
DfE number: 4056
Published Admission Number: 129
Number of 1st preferences 2019: 80
Number of 2nd preferences 2019: 21
Number of 3rd preferences 2019: 11
Offers made on National Offer Day 2019: 81
Number on roll (Jan 2019): 443

This is a Community School so the LA’s admissions policy applies. Please see pages 15–16.

Millom School

Salthouse Road
Millom
Cumbria LA18 5AB
t: 01229 772300
e: stminters@millom.cumbria.sch.uk
w: www.millom.cumbria.sch.uk

Mr M Savidge
Community School

Age range: 11-18
DfE number: 4204
Published Admission Number: 145
Number of 1st preferences 2019: 84
Number of 2nd preferences 2019: 23
Number of 3rd preferences 2019: 6
Offers made on National Offer Day 2019: 85
Number on roll (Jan 2019): 523

This is a Community School so the LA’s admissions policy applies. Please see pages 15–16.

Morton Academy

Wigton Road
Carlisle
Cumbria, CA2 6LB
t: 01228 822644
e: info@rrma.org.uk
w: www.rrma.org.uk

Head: Mr R McGuire
Academy

Age range: 11 - 18
DfE number: 6905
Published Admission Number: 180
Number of 1st preferences 2019: 188
Number of 2nd preferences 2019: 55
Number of 3rd preferences 2019: 35
Offers made on National Offer Day 2019: 180
Number on roll (Jan 2019): 647

September 2020 Admissions Policy
Where the number of applications for admission is greater than the published admissions number, applications will be considered against the criteria set out below.

After the admission of students with statements of Special Educational Needs and/or Education, Health and Care Plans where the Academy is named on the statement, the criteria will be applied in the order in which they are set out below:

a) Looked after children who are in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989 and children who were looked after, but ceased to be because they were adopted (or became subject to a child arrangement order or special guardianship order). (A letter from the responsible local authority confirming the young person’s status must be provided);

b) Children who have a serious medical or social need, or physical or psychological condition which makes it essential that they attend the Academy rather than any other school. Documented social, medical or psychological evidence must be provided in support from an appropriate independent registered professional such as a social worker, hospital consultant (not the young person’s own GP) or health visitor at the time of the original application, and must set out why the Academy is the only school that can meet the child’s needs or circumstances.

c) Children living in the catchment area of the Academy. If more children from within the catchment area apply than there are places available, places will be allocated in the following order:
I. Children who at the time of application have a brother or sister (including adopted siblings, step-siblings and those living as siblings in the same family unit) on the roll of the Academy and who will still be on roll at the time of the sibling's admissions.

II. Other children living in the catchment area of the Academy as defined by the LA catchment map who will be prioritised by those who live closest to the Academy measured by the shortest safe walking route by road (the distance to be determined by using a distance measurement tool, such as Google Maps).

d) Children of staff:

I. Where the member of staff has been employed at the Academy for two or more years at the time at which the application for admission to the Academy is made; or

II. The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

e) Children living outside the catchment who at the time have a brother or sister (including adopted siblings, step-siblings and those living as siblings in the same family unit) on the roll of the Academy and who will still be on the roll at the time of the sibling’s admission.

f) Other children from outside the catchment area whose parent/carer wants a place for them; places will be offered to those meeting the criterion who live closest to the Academy measured by the shortest safe walking route by road (the distance to be determined by using a distance measurement tool, such as Google Maps).

In the event of a tie break under criteria C, E and F, when all other factors are equal, random allocation will apply.

**The Nelson Thomlinson School**

<table>
<thead>
<tr>
<th>High Street</th>
<th>Age range: 11 - 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wigton</td>
<td>DfE number: 4501</td>
</tr>
<tr>
<td>Cumbria CA7 9PX</td>
<td>Published Admission Number: 210</td>
</tr>
<tr>
<td>t: 016973 42160</td>
<td>Number of 1st preferences 2019: 216</td>
</tr>
<tr>
<td>e: <a href="mailto:admin@nts.cumbria.sch.uk">admin@nts.cumbria.sch.uk</a></td>
<td>Number of 2nd preferences 2019: 78</td>
</tr>
<tr>
<td>w: <a href="http://www.nts.cumbria.sch.uk">www.nts.cumbria.sch.uk</a></td>
<td>Number of 3rd preferences 2019: 44</td>
</tr>
<tr>
<td>Head: Mr D S Northwood</td>
<td>Offers made on National Offer Day 2019: 210</td>
</tr>
<tr>
<td>Voluntary Controlled School</td>
<td>Number on roll (Jan 2019): 1250</td>
</tr>
</tbody>
</table>

This is a Voluntary Controlled School so the LA’s admissions policy applies. Please see pages 15 and 16.

**Netherhall School**

<table>
<thead>
<tr>
<th>Netherhall Road</th>
<th>Age range: 11 - 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maryport</td>
<td>DfE number: 4104</td>
</tr>
<tr>
<td>Cumbria CA15 6NT</td>
<td>Published Admission Number: 186</td>
</tr>
<tr>
<td>t: 01900 813434</td>
<td>Number of 1st preferences 2019: 114</td>
</tr>
<tr>
<td>e: <a href="mailto:office@netherhall.cumbria.sch.uk">office@netherhall.cumbria.sch.uk</a></td>
<td>Number of 2nd preferences 2019: 19</td>
</tr>
<tr>
<td>w: <a href="http://www.netherhall.cumbria.sch.uk">www.netherhall.cumbria.sch.uk</a></td>
<td>Number of 3rd preferences 2019: 15</td>
</tr>
<tr>
<td>Head: Mr D Tromans</td>
<td>Offers made on National Offer Day 2019: 116</td>
</tr>
<tr>
<td>Community School</td>
<td>Number on roll (Jan 2019): 629</td>
</tr>
</tbody>
</table>

This is a Community School so the LA’s admissions policy applies. Please see pages 15–16.
Newman Catholic School

<table>
<thead>
<tr>
<th>Temporary Site: Silverdale Road</th>
<th>Age range: 11 - 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Carlisle</td>
<td>DfE number: 4630</td>
</tr>
<tr>
<td>Cumbria CA1 3RQ</td>
<td>Published Admission Number: 120</td>
</tr>
<tr>
<td>t: 01228 404942</td>
<td>Number of 1st preferences 2019: 68</td>
</tr>
<tr>
<td>e: <a href="mailto:office@newman.cumbria.sch.uk">office@newman.cumbria.sch.uk</a></td>
<td>Number of 2nd preferences 2019: 55</td>
</tr>
<tr>
<td>w: <a href="http://www.newman.cumbria.sch.uk">www.newman.cumbria.sch.uk</a></td>
<td>Number of 3rd preferences 2019: 60</td>
</tr>
<tr>
<td>Head: Mr J McAuley</td>
<td>Offers made on National Offer Day 2019: 85</td>
</tr>
<tr>
<td>Voluntary Aided Catholic School</td>
<td>Number on roll (Jan 2019): 528</td>
</tr>
</tbody>
</table>

This school may have a supplementary form or may require documentary evidence. Please see page 9 for further details.

September 2020 Admissions Policy

Please note that Newman has no catchment area and all Year 6 pupils are welcome to apply. The school’s governors control admissions and will admit pupils in the following order of priority (see Note 4):

1. Children who are looked after/previously looked after, that is, children who are/were in public care, giving priority to the youngest (see Note 1).
2. Children who have been baptised according to the rites of the Roman Catholic Church (see Note 2).
3. Children who are in Year 6 at a Roman Catholic primary school.
4. Children who have brothers or sisters at Newman, with priority given to those with the youngest siblings. Brothers and sisters are those living at the same address and include step and foster siblings. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school at the time of admission.
5. Children who are in Year 6 at a recognised Christian primary school.
6. Children of other faiths whose parents are in sympathy with the aims and ethos of the school.
7. All other children.

The criteria outlined above will be strictly followed, there being one exception. If a child has a statement of Special Educational Needs or an Education, Health and Care Plan (EHCP) naming Newman Catholic School then irrespective of the criteria the child will be allocated a place.

Tie breaker: In the event of the school reaching capacity within the above categories, the school will use the distance, as a straight line measurement from the home to the main entrance of the school.

Note 1 - A child in public care (looked after child) means a child who is/was previously looked after by a local authority in accordance with section 22 of the Children Act 1989. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

Note 2 - A certificate of baptism may be requested.

Note 3 - Evidence Required for Oversubscription criteria:

<table>
<thead>
<tr>
<th>Order of priority</th>
<th>Oversubscription criteria</th>
<th>How verified</th>
</tr>
</thead>
<tbody>
<tr>
<td>a</td>
<td>Children who have been baptised according to the rites of the Roman Catholic Church (see Note 2).</td>
<td>Proof of baptism</td>
</tr>
<tr>
<td>b</td>
<td>Children who attend a Roman Catholic primary school.</td>
<td>Information from primary school.</td>
</tr>
<tr>
<td>c</td>
<td>Children who have brothers or sisters at Newman, with priority given to those with the youngest siblings.</td>
<td>Information held at the school.</td>
</tr>
<tr>
<td>d</td>
<td>Children who attend a Christian primary school</td>
<td>Information from primary school.</td>
</tr>
<tr>
<td>e</td>
<td>Children of other faiths whose parents are in sympathy with the ethos of the school</td>
<td>School to seek verification; from the application form/supporting documentation</td>
</tr>
<tr>
<td>f</td>
<td>All other children</td>
<td></td>
</tr>
</tbody>
</table>

Note 4 - The governors reserve the right to withdraw an offer of a place if any of the information submitted on which the offer of a place was made is false.
### Queen Elizabeth Grammar School

<table>
<thead>
<tr>
<th>Grammar School House</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Ullswater Road</td>
<td></td>
</tr>
<tr>
<td>Penrith Cumbria</td>
<td>CA11 7EG</td>
</tr>
<tr>
<td><strong>t:</strong> 01768 864621</td>
<td></td>
</tr>
<tr>
<td><strong>e:</strong> <a href="mailto:reception@qegs.cumbria.sch.uk">reception@qegs.cumbria.sch.uk</a></td>
<td></td>
</tr>
<tr>
<td><strong>w:</strong> <a href="http://www.qegs.cumbria.sch.uk">www.qegs.cumbria.sch.uk</a></td>
<td></td>
</tr>
<tr>
<td><strong>Head:</strong> Mr P Buckland</td>
<td></td>
</tr>
<tr>
<td>Academy</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Age range: 11 - 18</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>DfE number: 5401</td>
<td></td>
</tr>
<tr>
<td>Published Admission Number: 120 (Queen Elizabeth Grammar School have confirmed that they will exceed their PAN for the 2020 intake and admit up to 160)</td>
<td></td>
</tr>
<tr>
<td>Number of 1st preferences 2019: 199</td>
<td></td>
</tr>
<tr>
<td>Number of 2nd preferences 2019: 57</td>
<td></td>
</tr>
<tr>
<td>Number of 3rd preferences 2019: 11</td>
<td></td>
</tr>
<tr>
<td>Offers made on National Offer Day 2019: 160</td>
<td></td>
</tr>
<tr>
<td>Number on roll (Jan 2019): 883</td>
<td></td>
</tr>
</tbody>
</table>

### September 2020 Admissions Policy

Queen Elizabeth Grammar School is part of Cumbria’s Co-ordinated Admissions Scheme. In order to make a valid application for a place in Year 7, parents/carers must:

1. Register with the school to take the entrance test on Saturday 14th September 2019 by completing a test application form. Registration is open from 25 February 2019 until 21 June 2019. Only children who attain the required standard in the entrance test will be eligible to be considered for application.

2. Name Queen Elizabeth Grammar School on the Local Authority Transfer to Secondary School (SA3). We recommend you name the school as your first preference. The closing date for the SA3 form to be submitted is 31 October 2019.

Where applications for admission exceed the number of places available in Year 7, places will be allocated in descending score order from the ranked list of applicants. Where two or more applicants achieve the same test score, rank order will be determined as follows:

1. Looked after children (children who are in the care of local authorities as defined by Section 22 of the Children Act 1989) and previously looked after children, including children previously in care outside of England (Previously looked after children are those who were looked after, but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order).

2. Children eligible for Pupil Premium and/or Service Premium. Children who are eligible for the Pupil Premium are those who have been registered for free school meals (FSM) at any point in the 6 years prior to the closing date for registering for the test. Children who are eligible for the Service Premium are those who have one of their parents/carers serving in the regular armed forces or have been registered as a ‘service child’ at any point in the four years prior to the closing date for registering for the test. The school will require evidence of Pupil Premium registration or Service Premium eligibility and reserves the right to withdraw the offer of a place if the offer has been made on the basis of an incorrect, fraudulent or misleading application. Parents/carers of children attracting Pupil Premium or Service Premium must have indicated eligibility for Pupil Premium/Service Premium on the application form when registering their child for the test. Parents/carers will need to provide evidence of Pupil Premium or Service Premium eligibility no later than the 21 June 2019 or grant permission on the test application form for Queen Elizabeth Grammar School to contact the child’s current primary school.

3. Children resident within or attending state schools within the catchment area.

4. Scores in the verbal reasoning elements of the entrance test.

5. Scores in the non-verbal reasoning elements of the entrance test.

The criteria outlined above will be strictly followed, there being one exception. If a child has an Education, Health and Care plan naming Queen Elizabeth Grammar School then irrespective of the child’s outcome in the entrance test the child will be admitted, as in these circumstances the Governors have a statutory duty to admit the child concerned. Before naming Queen Elizabeth Grammar School in an Education, Health and Care plan, we would advise that parents/carers and primary schools enter into dialogue with our SENDCO to ensure this is the most appropriate school.
Queen Elizabeth School

Kirkby Lonsdale
Carnforth
Lancashire LA6 2HJ

Age range: 11-18
DfE number: 5411
Published Admission Number: 256
Number of 1st preferences 2019: 263
Number of 2nd preferences 2019: 161
Number of 3rd preferences 2019: 112
Offers made on National Offer Day 2019: 256
Number on roll (Jan 2019): 1203

September 2020 Admissions Policy
Please contact Queen Elizabeth School directly to obtain a copy of their admissions policy for 2020/2021 or for any queries regarding the school’s oversubscription criteria.

Queen Elizabeth Studio School

Kirkby Lonsdale
Carnforth
Lancashire LA6 2HJ

Age range: 14-19
DfE number: 4013
Published Admission Number: 90
Offers made on National Offer Day 2019: 118
Number on roll (Jan 2019): 238

QEStudio is a 14-19 school offering technical and vocational specialisms in 6 main disciplines: the Arts, Engineering, Food, Health, Sports and the Environment. Students take at least one specialism and combine it with up to 8 GCSEs, including English, Maths and Science. QEStudio will be based in its own building on the QES site in Kirkby Lonsdale from September 2019 but will continue to share QES facilities and staff as part of the Lunesdale Learning Trust.

Full details about the application process are available on the website www.qestudio.org.uk including the dates of key events for applicants. Alternatively, contact Mrs Angela Coulton, PA to the Principal for further information or to book a visit.

The Queen Katherine School

Appleby Road
Kendal
Cumbria LA9 6PJ

Age range: 11 - 18
DfE number: 5404
Published Admission Number: 241
Number of 1st preferences 2019: 146
Number of 2nd preferences 2019: 107
Number of 3rd preferences 2019: 27
Offers made on National Offer Day 2019: 176
Number on roll (Jan 2019): 1079

September 2020 Admissions Policy
Admission criteria, which will be applied to all applications for a place at The Queen Katherine School if applications exceed the Published Admission number, are:

First - Children looked after and who were previously looked after but have ceased to be so because they were adopted or became subject to a Child Arrangements Order or Special Guardianship Order.

Second - Children whose sibling attends The Queen Katherine School (this includes step siblings, foster siblings, adopted siblings and other children living permanently at the same address). The sibling must be attending school in September 2020 when the Year 7 child is due to start.

Third - Children living in the Kendal catchment area. This includes any school situated in Kendal or the immediate surrounding area such as St Mark’s, Natland or St Oswald’s, Burneside.
Fourth - Children of current employees of The Queen Katherine School under the following circumstances: a) where the member of staff has been employed at the school for more than two years at the time at which the application for admission to the school is made, and/or b) the member of staff is recruited to fill a vacant post for which there is a demonstrable shortage.

Fifth - Children from outside the Kendal catchment area such as St Martin and Mary’s School, Windermere.

Priority - If the school reaches its planned admission limit within any of these criteria then, for those in that criteria, priority will be given to those who live nearest to the school, that distance being measured in a straight line on a map from the front entrance of the middle block to the child’s home address.

**Samuel King’s School (Federated with Alston Primary School and Nenthead Primary School)**

<table>
<thead>
<tr>
<th>Church Road Church Road</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alston</td>
</tr>
<tr>
<td>Cumbria CA9 3QU</td>
</tr>
<tr>
<td>t: 01434 381236</td>
</tr>
<tr>
<td>e: <a href="mailto:office@samuelkings.cumbria.sch.uk">office@samuelkings.cumbria.sch.uk</a></td>
</tr>
<tr>
<td>w: <a href="http://www.samuelkings.cumbria.sch.uk">www.samuelkings.cumbria.sch.uk</a></td>
</tr>
<tr>
<td>Head: Mr J Johnson Head: Mr J Johnson</td>
</tr>
<tr>
<td>Foundation School</td>
</tr>
</tbody>
</table>

**September 2020 Admissions Policy**

Where there are more applications than places available at The Alston Moor Federation’s Schools, applications will be prioritised using the criteria below. They will be applied in conjunction with explanatory notes 1 - 4 which form part of the policy. The Alston Moor Federation’s Schools will maintain a waiting list for at least one term in the academic year of admission. This will be done when the school admissions number is oversubscribed and will be ranked in the same order using the criteria below.

1. Children looked after/subject to a child arrangements order, i.e. in public care, giving priority, if necessary, to the youngest child(ren) - see note 1 below.
2. Children living in the catchment area who have brothers or sisters in the school at the time of their admission
3. Other children living in the catchment area giving priority to those living closest to the school, measured by the shortest walking route by road - see note 4 overleaf.
4. Children living outside the catchment area who, at the time of their admission, have brothers or sisters in the school who were directed to that school by the Local Authority either (a) in the absence of a place being available in the catchment area school due to oversubscription and the school was identified by the Local Authority as the next nearest with a place available or (b) in their Education, Health and Care Plan - see notes 2, 3 and 4 overleaf.
5. Children living outside the catchment area who have brothers or sisters in the school at the time of their admission.
6. Children living outside the catchment area, giving priority to those who live closest to the school, measured by the shortest walking route by road - see note 4 below.

A copy of the catchment area map can be obtained from the school.

Applications will be prioritised on the above basis. An exception will be made under the Authority’s policy for the education of children with special needs (i) where a child holds an Education, Health and Care Plan, or (ii) is currently undergoing a statutory assessment, and in either case it is considered that attendance at a particular school is necessary to meet the identified needs of that child.

**Note 1** - A child looked after/subject to a child arrangements order, i.e., in public care, is defined as a child who is looked after by a local authority within the meaning of Section 22 of the Children Act 1989.

**Note 2** - To prioritise in criteria 2, 3 and 6, priority will be given to those children with the youngest siblings. Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school at the time of admission.

In circumstances where there is an application for more than one child in the family, and it is not possible to offer a place to all of the children concerned, it will be up to the parents/carers to decide whether they wish to accept the place[s] offered. This will also be the case in relation to twins, etc.
Note 3 - If parents/carers believe they qualify for consideration under criterion 3, they should indicate this on their preference form in the place provided for this purpose. In relation to a child with an Educational, Health and Care Plan, the Educational, Health and Care Plan must state that the child is directed by the Local Authority to attend a particular school which is necessary to meet his or her identified needs. It does not include those situations where the Educational, Health and Care Plan, indicates that the Local Authority considers a mainstream school of parental choice to be appropriate.

Note 4 - Distance measurements will be undertaken using the Local Authority's computerised Geographical Information System [GIS] and will be to the nearest entrance on the school site which is available to pupils at the time of undertaking the assessment. The route used will be the shortest walking route by road as identified by GIS at that time. A copy of the School catchment area map can be obtained from the school office.

Settlebeck High School

| Long Lane  
| Sedbergh  
| Cumbria LA10 5AL  
| t: 015396 20383  
| e: office@settlebeck.cumbria.sch.uk  
| w: www.settlebeck.cumbria.sch.uk  
| Head: Ms S Campbell  
| Academy |
| Age range: 11 - 16  
| DfE number: 4060  
| Published Admission Number: 44  
| Number of 1st preferences 2019: 40  
| Number of 2nd preferences 2019: 6  
| Number of 3rd preferences 2019: 6  
| Offers made on National Offer Day 2019: 40  
| Number on roll (Jan 2019): 198 |

September 2020 Admissions Policy

Where there are more applications than places available, entry to all year groups will be prioritised using the criteria below. They will be applied in conjunction with the explanatory notes 1 to 3 which form part of the policy.

1. Children looked after and children who were previously looked after – see note 1 below.
2. Children living in the catchment area who have siblings in the school at the time of admission – see note 2 below.
3. Other children living in the catchment of Sedbergh, Dent, Hawes, Grayrigg CE, Old Hutton and Tebay primary schools – see note 3 below.
4. Children living out of catchment area with siblings in the school – see note 2 below.
5. Children living outside the catchment area, giving priority to those who live the closest to the school.

Distance will be calculated using AA AutoRoute – see note 3 below.

Note 1 - A child looked after is a child in public care, who is looked after by a local authority within the meaning of Section 22 of the Children Act 1989. Children previously looked after are children who were looked after, but have ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

Note 2 - In criteria 2 and 4 priority will be given to those children with the youngest siblings in school. Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school at the time of admission.

Note 3 - In criteria 3 and 5 priority will be given to those living closest to the school. The distance will be measured from the child’s front door to the main entrance of the school using the AA route map.

Settlebeck School is designated as a school with strategic facilities to cater for children with special educational needs in the area of autistic spectrum conditions. Applications for a resourced provision place are made via the Local Authority Area Inclusion Team: a panel is convened to consider applications and the ability of the school to meet need.

For students with an Education Health and Care Plan (EHCP) who are not applying for a resourced provision place, the admissions procedures are those outlined on page 1 of the policy. If you are considering applying for a place at Settlebeck School, we would ask for an invite to the Year 5 annual review to ensure that early transition procedures can be planned.

If the school is oversubscribed, applications will be prioritised according to the criteria explained above. In addition, the Admission Authority for Settlebeck School will maintain a waiting list for the reallocation of any places that become available after March 2021, ranking children in the same order as the published oversubscription criteria.
However, an exception will be made where, under the LA’s arrangements for the education of children with special needs, a child holds a statement of SEN or is currently being assessed and has been identified as having an autistic spectrum condition, and it is considered that attendance at Settlebeck School is necessary to meet those needs. Such an exceptional admission would be subject to the maximum limit of 6 at any one time (and to the limit of 2 in any one-year group).

### Solway Community School

<table>
<thead>
<tr>
<th>Address</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Liddell Street&lt;br&gt;Silloth&lt;br&gt;Wigton&lt;br&gt;Cumbria CA7 4DD</td>
<td>Age range: 11-16&lt;br&gt;DfE number: 4008&lt;br&gt;Published Admission Number: 59&lt;br&gt;Number of 1st preferences 2019: 18&lt;br&gt;Number of 2nd preferences 2019: 10&lt;br&gt;Number of 3rd preferences 2019: 1&lt;br&gt;Offers made on National Offer Day 2019: 18&lt;br&gt;Number on roll (Jan 2019): 121</td>
</tr>
<tr>
<td>t: 016973 31234&lt;br&gt;e: <a href="mailto:office@solway.cumbria.sch.uk">office@solway.cumbria.sch.uk</a>&lt;br&gt;w: <a href="http://www.solwayschool.co.uk">www.solwayschool.co.uk</a></td>
<td>This is a Community School so the LA’s admissions policy applies. Please see pages 15 and 16.</td>
</tr>
</tbody>
</table>

### St Benedict’s Catholic High School

<table>
<thead>
<tr>
<th>Address</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Red Lonning&lt;br&gt;Hensingham&lt;br&gt;Whitehaven&lt;br&gt;Cumbria CA28 8UG</td>
<td>Age range: 11 - 18&lt;br&gt;DfE number: 4622&lt;br&gt;Published Admission Number: 186&lt;br&gt;Number of 1st preferences 2019: 239&lt;br&gt;Number of 2nd preferences 2019: 108&lt;br&gt;Number of 3rd preferences 2019: 35&lt;br&gt;Offers made on National Offer Day 2019: 186&lt;br&gt;Number on roll (Jan 2019): 1070</td>
</tr>
<tr>
<td>t: 01946 692275&lt;br&gt;e: <a href="mailto:admin@st-benedicts.cumbria.sch.uk">admin@st-benedicts.cumbria.sch.uk</a>&lt;br&gt;w: <a href="http://www.st-benedicts.cumbria.sch.uk">www.st-benedicts.cumbria.sch.uk</a></td>
<td>This school may have a supplementary form or may require documentary evidence. Please see page 9 for further details.</td>
</tr>
</tbody>
</table>

**September 2020 Admissions Policy**

Where St Benedict’s School receives more applications than it has places available, the following oversubscription criteria will be applied in order of priority once, within the Published Admission Number, places have first been allocated to children who have an Education, Health and Care Plan (EHCP), which names the school:

(a) Roman Catholic children who are looked after children or previously looked after children (See notes 1 & 2)
(b) Any Roman Catholic child.
(c) Other children who are looked after children or previously looked after children (See note 2)
(d) Other children in an associated Roman Catholic Primary School
(e) Other children with a sibling in the school at the time of admission (See note 3)
(f) Other children

Decisions on admission to the school in Year 7 for September 2020 will be made in accordance with the above criteria. Late applications will be considered in the light of whether any places remain available. (See notes 4 & 5)

If there are two or more children equidistant and only one place remaining the school will either:
x use a random lottery, picking names out of a hat in the presence of an independent witness, as the final tie-breaker; or
x where twins, triplets or children from other multiple births are resident at the same address, and allocating the final available place to one of them would mean some sibling(s) being excluded, then all will be allocated a place at the school.

**Notes**

1. A ‘Roman Catholic’ child is one who has been baptised into the Roman Catholic Church or who has subsequently been formally received into the Roman Catholic Church. In both instances, evidence of such baptism or reception will be required.
2. 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 definition in Section 22(1) of the Children Act 1989). A previously looked after child is one who has ceased to be looked after because they were adopted or have become subject to a residency order or special guardianship order.

3. Sibling is defined as a 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 the sibling. Older children can be considered to ‘qualify’ a younger child under the sibling link in priorities (e) and (i) of the criteria provided proof is available.

If in any category there are more applications than places available, priority will be given on the basis of proximity to the school. The closest measured distance in a straight line from the front door of the applicant’s address to the main entrance door of St Benedict’s School (which shall be the door to the school on the eastern gable wall within the Winter Garden of Campus Whitehaven) will be the deciding factor in these cases. This will be decided using the measurements provided by the Local Authority (Cumbria County Council) to demonstrate that the children are permanently resident at the same address and part of the same family unit.

4. If in any year St Benedict’s School receives more applications for places than there are places available the Local Authority will operate a waiting list on behalf of the school. All unsuccessful applications will be automatically added to the waiting list. The child’s position on the waiting list will be determined solely in accordance with the oversubscription criteria set out above.

5. Parents/Carers have a statutory right to submit an appeal for a place at their preferred school if their application for a place has been unsuccessful. An appeal form should be automatically sent by the Local Authority if they have been refused a place. See link to Cumbria County Council Council for full information on the admissions and appeals procedures:

If there are two or more children equidistant and only one place remaining the school will either:

- use a random lottery, picking names out of a hat in the presence of an independent witness, as the final tie-breaker; or
- where twins, triplets or children from other multiple births are resident at the same address, and allocating the final available place to one of them would mean some sibling(s) being excluded, then all will be allocated a place at the school.

### St Bernard’s Catholic High School

| Rating Lane | Age range: 11 - 16 |
| Barrow-in-Furness | DfE number: 4634 |
| Cumbria LA13 9LE | Published Admission Number: 170 |
| t: 01229 814560 | Number of 1st preferences 2019: 132 |
| e: admin@st-bernards.cumbria.sch.uk | Number of 2nd preferences 2019: 122 |
| w: www.st-bernards.cumbria.sch.uk | Number of 3rd preferences 2019: 51 |
| Head: Mr P Croft | Offers made on National Offer Day 2019: 142 |
| Voluntary Aided Catholic School | Number on roll (Jan 2019): 730 |

This school may have a supplementary form or may require documentary evidence. Please see page 9 for further details.

### September 2020 Admissions Policy

Where St Bernard’s Catholic High School receives more applications than it has places available, applications will prioritised as follows:

**Order of Priority:**

A. Pupils who are in public care or adopted children who were previously in public care.

B. Baptised Roman Catholic pupils who have attended a Roman Catholic primary school.

C. Baptised Roman Catholic pupils who have attended a non-Catholic primary school.

D. Children of Staff who have been employed at St. Bernard’s for two or more years, or who have been recruited to fill particular skills shortage.

E. Non-Catholic pupils who have attended a Roman Catholic primary school.

F. Siblings who at the time of the admission, have a brother or sister attending St Bernard’s Catholic High School.*

G. Children from other Christian denominations who attend church and can support their application with evidence of their faith commitment e.g. baptism certificate / letter from minister / reference from current Headteacher.
H. Non-Catholic pupils whose parents wish them to partake in the Christian education offered by St Bernard’s and the consequent implication for attendance at religious worship, assemblies and associated Religious Education activities.

I. All remaining applicants.

Where the number of applications which meet the criteria in a section takes the total pupil number above the planned admission figure then the Governors will use a straight line distance from the front door of the child’s home to the main entrance to the school measured in miles or part thereof to determine which applicants to accept on the criteria of nearest to the school first.

Pupils who have St. Bernard’s Catholic High School on a named statement of SEN or EHC plan will automatically be allocated a place.

### St Joseph’s Catholic High School - Business and Enterprise College

| Harrington Road | Age range: 11 - 16 |
| Workington | DfE number: 4810 |
| Cumbria CA14 3EE | Published Admission Number: 150 |
| t: 01900 873290 | Number of 1st preferences 2019: 136 |
| e: office@sjchs.uk | Number of 2nd preferences 2019: 97 |
| w: www.sjchs.co.uk | Number of 3rd preferences 2019: 30 |
| Head: Miss J A Kennedy | Offers made on National Offer Day 2019: 138 |
| Voluntary Aided Catholic School | Number on roll (Jan 2019): 694 |

This school may have a supplementary form or may require documentary evidence. Please see page 9 for further details.

### September 2020 Admissions Policy

If there are more applications than the number of places available, the following oversubscription criteria will be applied:

1. Looked After Children and previously Looked After Children
2. Baptised Catholic Children who currently attend St Gregory’s, St Mary’s, St Patrick’s, Workington, St Joseph’s, Cockermouth or Our Lady & St Patrick’s, Maryport Catholic Primary Schools.
3. Baptised Catholic Children who will have a brother or sister in the school at the time of admission giving priority to those children with the youngest sibling.
4. Baptised Catholic Children living within the parishes of Our Lady & St Michaels, St Gregory’s, St Mary’s, Our Lady & St Patrick’s or St Joseph’s, Cockermouth.
5. Other baptised Catholic children.
6. Children who currently attend a Catholic primary school.
7. Children who will have a brother or sister in the school at the expected time of admission giving priority to those children with the youngest sibling.
8. Children of staff at the school may be conferred where the member of staff has been employed at the school for two or more years at the time the application is made or the member of staff is recruited to fill vacant post where there is a demonstrable skill shortage.
9. Children who attend a ‘faith based Primary school’.
10. Children who are baptised in or are members of other Christian denominations and which is supported in writing by a Certificate of Baptism and/or letter from their minister.
11. Children living nearest the school. Distance measurements will be undertaken using the Local Authority’s computerised Geographical Information System (GIS) and will be to the nearest entrance on the school site which is available to pupils at the time of undertaking the assessment. The route used will be the shortest walking route by road as identified by GIS at that time.

Note: If it is necessary to prioritise between applications within any category the distance criteria referred to in criterion 11 will be used.

### Notes for Applicants

a. All applications will be considered at the same time and after the closing date for admissions. Applications received after this date will be treated as a late application and will not be considered until after the main allocation of places has taken place.
b. 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 (under section 22(1) of the Children Act 1989. A previously Looked After Child is one who immediately moved on from that status after becoming subject to an adoption, residence or special guardianship order.

c. For a child to be considered as a Catholic evidence of a Catholic Baptism is required.
A person who has been baptised in a separate ecclesial community and subsequently received into full communion with the Catholic Church by the Rite of Reception of Baptised Christians into the Full Communion of the Catholic Church. Written evidence of their reception into full communion with the Catholic Church can be obtained by recourse to the Register of Receptions, or in some cases a sub-section of the Baptismal Registers of the Church in which the Rite of Reception took place.

The Governing Body will require written evidence in the form of a Certificate of Reception before applications for school places can be considered for categories of ‘Baptised Catholics’. A Certificate of Reception is to include full name, date of birth, date of reception and parent(s) name(s). The certificate must also show that it is copied from the records kept by the place of reception.

Those who have difficulty obtaining written evidence of baptism for a good reason, may still be considered as baptised Catholics but only after they have been referred to the parish priest who, after consulting with the [appropriate diocesan authority] will decide how the question of baptism is to be resolved and how written evidence is to be produced in accordance with the law of the Church.

**Trinity School**

| Strand Road | Age range: 11 - 18 |
| CARLISLE | DfE number: 5402 |
| Cumbria CA1 1JB | Published Admission Number: 270 |
| t: 01228 516051 | Number of 1st preferences 2019: 330 |
| e: info@trinity.cumbria.sch.uk | Number of 2nd preferences 2019: 217 |
| w: www.trinity.cumbria.sch.uk | Number of 3rd preferences 2019: 95 |
| Head: Ms J Hawkin | Offers made on National Offer Day 2019: 270 |
| Academy | Number on roll (Jan 2019): 1675 |

**September 2020 Admissions Policy**

If there are more applicants than places, the Admissions Authority will allocate places using the following criteria, which are listed in order of priority:

1. A child in public care - giving priority, if necessary to the youngest – or a child who has been in public care. (See notes 1 and 2 below)

2. A child who has physical and/or medical needs who would be disadvantaged by travelling to another school. Written evidence from an appropriate professional would be required for the Governors to consider admission in this category.

3. A child who has brothers or sisters in the school at the time of their own admission, and who lives in the catchment area of the school. Priority will be given to those with youngest siblings. Brothers and sisters are those living permanently at the same address, and include step, adopted and foster siblings. (See note 2 below)

4. A child who lives in the school’s catchment area as defined by Cumbria County Council. (See note 2 below)

5. A child who has brothers or sisters in the school at the time of their own admission, and who lives outside the catchment area of the school. Priority will be given to those with youngest siblings. Brothers and sisters are those living permanently at the same address, and include step, adopted and foster siblings. (See note 2 below)

6. A child who attends one of the primary schools whose pupils usually transfer to Trinity School for their secondary education. These schools: Stanwix Primary School, Kingmoor Junior School, Houghton CE School, Rockcliffe CE School, Blackford CE Primary School and Robert Ferguson Primary School. (See note 2 below)

7. A child of a member of staff who has been employed in the school for two years or more at the time when the application for admission to the school is made.
8. A child who lives outside the catchment area of the school, as defined by Cumbria County Council, based on closeness to the school. (See note 2 below)

Notes
1. A child in public care means a child who is looked after by a local authority in accordance with section 22 of the Children Act 1989. Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order)

2. Within criteria 1-7, closeness to the school will be the means used to place applicants in rank order if that is necessary. This means the distance from the child's permanent home address to the main entrance on Strand Road, constructed in 2011, measured in a straight line on a map.

Ullswater Community College

| Wetheriggs Lane  | Age range: 11 - 18 |
| Penrith          | DfE number: 4310   |
| Cumbria CA11 8NG | Published Admission Number: 240 |
| t: 01768 210206  | Number of 1st preferences 2019: 248 |
| e: admin@ullswater.cumbria.sch.uk | Number of 2nd preferences 2019: 113 |
| w: www.ullswatercc.co.uk | Number of 3rd preferences 2019: 22 |
| Head: Mr S Gilby | Offers made on National Offer Day 2019: 270 |
| Foundation       | Number on roll (Jan 2019): 1398 |

September 2020 Admissions Policy
Where there are more applications than places available, entry to all year groups will be prioritised using the criteria below. They will be applied in conjunction with explanatory notes 1 to 3 which form part of the policy.

1. Children looked after and children who were previously looked after – see note 1 below
2. Children living in the catchment area who have brothers or sisters in the school at the time of admission – see note 2 below
3. Other children living in the catchment area giving priority to those living closest to the school, measured by the shortest walking route by road - see note 3 below.
4. Children living outside the catchment area who have brothers or sisters in the school
5. Children living outside the catchment area, giving priority to those who live closest to the school, measured by the shortest walking route by road - see note 3 below.

Applications will be prioritised on the above basis. An exception will be made under the Authority’s policy for the education of children with special needs (i) where a child holds an Education, Health and Care Plan, or (ii) is currently undergoing a statutory assessment, and in either case it is considered that attendance at a particular school is necessary to meet the identified needs of that child.

Note 1 - A child looked after is a child in public care, who is looked after by a local authority within the meaning of Section 22 of the Children Act 1989. Children previously looked after are children who were looked after, but have ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order)

Note 2 - In criteria 2 and 4 priority will be given to those children with the youngest siblings in school. Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school at the time of admission.

Note 3 - Distance measurements will be undertaken using the Local Authority’s computerised Geographical Information System [GIS]. This measures the route from the centre of the pupil’s home to the nearest entrance on the school site which is available to pupils at the time of undertaking the assessment. The route used will be the shortest walking route by road as identified by GIS at that time.
Ulverston Victoria High School

Springfield Road
Ulverston
Cumbria LA12 0EB
t: 01229 483900
e: uvhs@uvhs.uk
w: www.ulverstonvictoria.cumbria.sch.uk
Head: Mr M Hardwick
Community School

Age range: 11 - 18
DfE number: 4152
Published Admission Number: 186
Number of 1st preferences 2019: 198
Number of 2nd preferences 2019: 54
Number of 3rd preferences 2019: 41
Offers made on National Offer Day 2019: 201
Number on roll (Jan 2019): 1382

This is a Community School so the LA's admissions policy applies. Please see pages 15–16.

Walney School

Sandygap Lane
Walney, Barrow-in-Furness
Cumbria LA14 3JT
t: 01229 471528
e: office@walney.cumbria.sch.uk
w: www.walneyschool.org.uk
Head: Mr J Richardson
Academy

Age range: 11 - 16
DfE number: 4003
Published Admission Number: 180
Number of 1st preferences 2019: 66
Number of 2nd preferences 2019: 28
Number of 3rd preferences 2019: 28
Offers made on National Offer Day 2019: 68
Number on roll (Jan 2019): 553

September 2020 Admissions Policy

Admission criteria, which will be applied to all applications for a place at Walney School if applications exceed the Published Admission Number, are:

First - Looked after children, previously looked after children and children who were previously looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order).

Second - Children whose sibling attends Walney School at the time of the admission (this includes step siblings, foster siblings, adopted siblings and other children living permanently at the same address).

Third - Children living in the catchment areas of South Walney Junior School, Vickerstown School, North Walney Junior School, Barrow Island Community Primary School and St Columba’s Primary School. Children living in the catchment area of other Barrow primary schools, provided that Walney School is their nearest secondary school.

Fourth - Children of current employees of Walney School (in the following circumstances: a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage).

Fifth - Other children.

Priority - If the school reaches its planned admission limit within any of these criteria then, for those in that criteria, priority will be given to those who live nearest to the school, that distance being measured in a straight line on a map from the front entrance of the school to the front door of the house.

However, a child will be admitted where, under the LA’s arrangements for the education of children with special needs, a child holds a statement of SEN or an Education Health and Care Plan, which names Walney School. An exception will also be made where a child is currently being assessed and has been identified as having physical/medical difficulties, and it is considered that attendance at Walney School is necessary to meet those needs. Admission in these circumstances would be subject to the maximum limit of 8 at any one time (and to the limit of 2 in any one year group).
West Lakes Academy

Main Street
Egremont
Cumbria CA22 2DQ
t: 01946 820356
e: contactus@westlakesacademy.org.uk
w: www.westlakesacademy.org.uk
Head: Mr J Jackson
Academy

Age range: 11 - 18
DfE number: 6907
Published Admission Number: 180
Number of 1st preferences 2019: 212
Number of 2nd preferences 2019: 127
Number of 3rd preferences 2019: 64
Offers made on National Offer Day 2019: 210
Number on roll (Jan 2019): 1239

September 2020 Admissions Policy

Where the number of applications for admission is greater than the published admissions number, applications will be considered against the criteria set out below.

After the admission of pupils with statements of Special Educational Needs and/or Education, Health and Care Plans where West Lakes Academy is named on the statement, the criteria will be applied in the order in which they are set out below:

(a) Looked after children who are in the care of a local authority or provided with accommodation by that authority in accordance with Section 22 of the Children Act 1989 and children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). (A letter from the responsible local authority confirming the young person's status must be provided.)

(b) Young people who have a serious medical or social need, or physical or psychological condition which makes it essential that they attend the West Lakes Academy rather than any other school. Documented social, medical or psychological evidence must be provided in support from an appropriate independent registered professional such as a social worker, hospital consultant [not the young person's own GP] or health visitor at the time of the original application, and must set out why the academy is the only school that can meet the young persons needs or circumstances.

(c) Young people living in the catchment area of the academy. If more young people from within the catchment area apply than there are places available, places will be allocated in the following order:

1) Young people who at the time of application have a brother or sister (including adopted siblings, step-siblings and those living as siblings in the same family unit) on the roll of West Lakes Academy and who will still be on roll at the time of the sibling’s admission.

2) To those who attend a West Lakes Academy catchment primary school that is part of the West Lakes Multi Academy Trust.

3) To those who attend a West Lakes Academy catchment primary school.

4) To those who live nearest to the academy measured by the shortest walking route by road using the Local Authority’s Geographical Information System, from the front door of the academy to the centre of the child’s home address.

(d) Children of staff:

1) Where the member of staff has been employed at the academy for two or more years at the time at which the application for admission to the academy is made; and

2) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

(e) Children living outside the catchment who at the time have a brother or sister (including adopted siblings, step-siblings and those living in the same family unit) on the role of West Lakes Academy and who will still be on the roll at the time of the sibling's admission.

(f) Other children from outside the catchment area whose parent/carer wants a place for them; places will be offered to those meeting this criterion who live closest to West Lakes Academy measured by the shortest walking route by road using the Local Authority's Geographical Information System from the front door of the academy to the centre of the child’s home address.

Where there is a need to prioritise places within criteria c (1), c (2), c (3) d (1), d (2) and e, priority will be given to those students who live nearest to the academy, measured by the shortest walking route by road. Distance measurements will be undertaken using the Local Authority's computerised Geographical Information System [GIS] from the front door of the academy to the centre of the child’s home address.

In the event of a tie break under Criteria C, D, E and F, when all other factors are equal, random allocation will apply.

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The Whitehaven Academy

Cleator Moor Road
Whitehaven
Cumbria CA28 8TY
t: 01946 595400
e: schooloffice@whitehavenacademy.org.uk
w: www.whitehavenacademy.org.uk
Head: Mr W Turner
Academy

Age range: 11 - 18
DfE number: 4015
Published Admission Number: 150
Number of 1st preferences 2019: 80
Number of 2nd preferences 2019: 46
Number of 3rd preferences 2019: 38
Offers made on National Offer Day 2019: 134
Number on roll (Jan 2019): 498

September 2020 Admissions Policy

Places will be offered firstly to Looked After Children i.e. children who are looked after by a public authority and are in public care, and previously looked after children who were adopted, or subject to a residence order, or special guardianship order, immediately following having been looked after.

Children with Statements of Special Educational Needs (SEN) or Education Health Care (EHC) Plan naming the academy will also be admitted.

In the event of oversubscription, the following criteria will apply:

1. Applications from within the academy’s catchment area
2. Where the child lives in the academy’s catchment area, as defined by the catchment area map, and have a brother or sister (sibling) attending the academy at the time of application;
3. Where a child lives outside the catchment area and has a brother or sister attending the academy;
4. Where a child attends a Cumbria Education Trust primary school;
5. Children of staff members working at a CET school
6. Children from outside the catchment area.

In the event of oversubscription in any category above, priority will be determined by the proximity of the child’s home to The Whitehaven Academy using the shortest walking distance by road from the main entrance of The Whitehaven Academy to the main door of the residence, with those living nearest being given priority. The child’s home address is defined as the child’s permanent residence. In situations where a child spends equal time between two addresses, the permanent address is defined as the address at which the child is registered with a GP.

(The distance would be determined by using a distance measuring tool – AA route planner will be used by The Whitehaven Academy). Apartments/flats will be treated equally with the measurement taken to the main entrance of the block. If after applying the distance tie-breaker there are more applications than places available from the apartment/flat block furthest away, a further tie-breaker of Random Allocation will be used for the applications from this block. This will be overseen by someone independent of the Trust.)
William Howard School

Longtown Road
Brampton
Cumbria CA8 1AR
t: 016977 45700
e: admissions@williamhoward.cumbria.sch.uk
w: www.williamhoward.cumbria.sch.uk
Head: Mr C McAree
Academy

Age range: 11 - 18
DfE number: 5412
Published Admission Number: 240
Number of 1st preferences 2018: 197
Number of 2nd preferences 2018: 78
Number of 3rd preferences 2018: 35
Offers made on National Offer Day 2018: 205
Number on roll (Jan 2018): 1461

September 2020 Admissions Policy

In the event of over-subscription the following criteria will apply:

1. Places will be offered firstly to Looked After Children i.e. children who are looked after by a public authority and are in public care, and previously looked after children who were adopted, or subject to a residence order, or special guardianship order, immediately following having been looked after.

2. Children with Statements of Special Educational Needs SEN or Education Health Care (EHC) Plan within the catchment area who wish for the school to be named on their plan;

3. Applications from within the school's catchment area;

4. Where the child lives in the school's catchment area, as defined by the catchment area map, and have a brother or sister (sibling) attending the school at the time of application;

5. Where a child lives outside the catchment area and has a brother or sister in the school;

6. Those with Statements/EHCPs outside of the catchment area who wish for the school to be named on their plan;

7. Where a child attends a Cumbria Education Trust primary school;

8. Children of staff members working at a Trust school;

9. Children from outside the catchment area.

In the event of oversubscription in any category above, priority will be determined by the proximity of the child's home to William Howard School using the shortest walking distance by road from the main entrance of William Howard School to the main door of the residence, with those living nearest being given priority. The child's home address is defined as the child's permanent residence. In situations where a child spends equal time between two addresses, the permanent address is defined as the address at which the child is registered with a GP.

(The distance would be determined by using a distance measuring tool – such as AA route planner or Datamap). Apartments/flats will be treated equally with the measurement taken to the main entrance of the block. If after applying the distance tie-breaker there are more applications then places available from the apartment/flat block furthest away, a further tie-breaker of Random Allocation will be used for the applications from this block. This will be overseen by someone independent of the school.
September 2020 Admissions Policy

Places will be offered firstly to Looked After Children i.e. children who are looked after by a public authority and are in public care, and previously looked after children who were adopted, or subject to a residence order, or special guardianship order, immediately following having been looked after.

Children with Statements of Special Educational Needs SEN or Education Health Care Plan (EHCP) naming the academy will also be admitted.

In the event of oversubscription, the following criteria will apply:

1. Applications from within the academy’s catchment area;
2. Where the child lives in the academy’s catchment area, as defined by the catchment area map, and have a brother or sister (sibling) attending the academy at the time of application;
3. Where a child lives outside the catchment area and has a brother or sister attending the academy;
4. Where a child attends a Cumbria Education Trust primary school;
5. Children of staff members working at a Trust school;
6. Children from outside the catchment area.”

In the event of oversubscription in any category above, priority will be determined by the proximity of the child’s home to Workington Academy using the shortest walking distance by road from the main entrance of Workington Academy to the main door of the residence, with those living nearest being given priority. The child’s home address is defined as the child’s permanent residence. In situations where a child spends equal time between two addresses, the permanent address is defined as the address at which the child is registered with a GP.

(The distance would be determined by using a distance measuring tool - AA route planner will be used by Workington Academy). Apartments/flats will be treated equally with the measurement taken to the main entrance of the block. If after applying the distance tie-breaker there are more applications then places available from the apartment/flat block furthest away, a further tie-breaker of Random Allocation will be used for the applications from this block. This will be overseen by someone independent of the Trust.)
Further help and advice

Help with Education, Health and Care Plans (EHCPs)
If your child has a Statement of Special Educational Need/ EHCP, you should complete the application form [SA3] in the usual way.

Most children with an EHCP can, with appropriate support, have their needs met in any local school. Occasionally, a child’s needs are such that they can only be met at a particular school. This may, for example, be a school which has been adapted to cater for children with mobility problems. In these circumstances it is the Local Authority’s responsibility to offer your child a place in a school that is best able to meet their needs. This school will be named in your child’s EHCP and your child would be given priority when allocating places.

If you need further information about the school named in your child’s EHCP you can contact the Special Educational Needs and Disability Team on one of the following numbers:

Allerdale & Copeland 01946 506211
Carlisle & Eden 01228 226843
Barrow & South Lakeland 01229 407403 or 01539 713471

Cumbria Information, Advice and Support Service (formerly known as Parent Partnership Service)
Cumbria Information, Advice & Support Service (which was formerly known as the Parent Partnership Service) offers up to date information, impartial advice and practical support to parents/carers of children with special educational needs or severe medical conditions (disabilities), which affect the way their child can access education. For further information please visit cumbria.gov.uk/childrensservices/ schoolsandlearning/ils/parentpartnership/ or call one of the numbers provided:

Allerdale & Copeland 07795 110940 or 07824 408922
Carlisle & Eden 07825 088031 or 07769 935446
Barrow & South Lakeland 01229 407559 or 01229 407439

Free school meals and school uniform grants
If you have previously received free school meals or a school clothing grant and continue to receive one of the qualifying benefits, your free school meals will continue also once your child goes into Secondary school. You do not need to reapply. If you have not previously applied for free school meals or a school uniform grant, you can apply at any time so long as you are in receipt of one or more of the following qualifying benefits:

- Income Support (IS);
- Income Based Jobseekers Allowance (Not contribution based);
- An income-related Employment and Support Allowance (Not contribution related);
- Support under part VI of the Immigration and Asylum Act 1999;
- Child Tax Credit, provided you are not entitled to Working Tax Credit and have an annual income (as assessed by Her Majesty’s Revenue and Customs) that as of April 2012 does not exceed £16,190. Note: From 1st May 2009 where you are entitled to Working Tax Credit during the four-week period immediately after your employment ceases, or after you start to work less than 16 hours per week, your children are entitled to Free School Meals, this may be extended.
- The Guarantee element of State Pension Credit;
- Universal credit.

To fill in an online application form, or to find out more information, please go to cumbria.gov.uk/childrensservices/schoolsandlearning/freeschoolmeals.asp or contact 01228 606060.
Home to school transport – 2020/2021

Local authorities must provide free home to school transport for pupils of compulsory school age who attend the nearest qualifying school (In Cumbria – this means the “catchment” or nearest qualifying school) and meet the following requirements:

- Where the pupil lives beyond the statutory walking distance;
- Where the pupil has mobility problems and is unable to walk to and from school;
- Where the pupil, accompanied as necessary, cannot be expected to walk because of the nature of the route;
- For some pupils from low income families (defined as those families whose children are in receipt of free school meals or the parents/carers are on the maximum level of Working Tax Credit).

The statutory walking distance is defined as two miles for a child under the age of eight years and three miles for children aged eight and over. This distance is measured along the shortest available route along which a child, accompanied by an adult if necessary, may walk in reasonable safety.

For those families whose children are of compulsory school age and are in receipt of free school meals or the parents/carers are on the maximum level of Working Tax Credit, free home to school transport must be provided as follows:

- For primary age pupils aged between eight and ten years – they are eligible for free transport to enable them to attend the nearest qualifying school where this is more than two miles from their home.
- Secondary age pupils aged eleven to sixteen are eligible for free transport as follows:
  - to one from the three nearest schools all of which must be more than 2 miles but not more than 6 miles from their home
  - are attending their nearest faith school preferred by parents on the basis of religion and which is greater than 2 miles but not more than 15 miles from their home.

The legislation also requires local authorities to have regard to any wish of a parent/carer to have their child educated at a particular school where that wish is based on the parent’s/carer’s religion or belief.

Unless any of the above conditions applies you should not expect to receive home to school transport for your child.

If you wish to apply for home to school transport visit Cumbria County Council’s website cumbria.gov.uk/schooltransport and apply online.

You can also contact the School Transport Team to request an application form by calling 01228 226427 or 01228 226428 or by sending an email to school.transport@cumbria.gov.uk
Admission appeals

Who has the right of appeal?
Parents who are refused a place at their preferred school or schools are given the right of appeal to a school admission appeals panel. The panel is completely independent of the Local Authority and the school who have no say over the panel’s decisions. If this happens to you, we will send you a letter that will give you further information and will explain what to do next, including the deadline for appealing (if you want your appeal to be heard along with all of the other appeals for that school) and who to contact.

Who is responsible for setting up appeals?
Individual admission authorities are responsible for making arrangements for admission appeals. For community and voluntary controlled schools, this is the Local Authority. For foundation and voluntary aided schools, free schools and academies, it is the responsibility of the governing body or academy trust. Appeals must be arranged in line with statutory requirements. In all cases the appeals panel is completely independent of the admissions authorities who have no say over the panel’s decisions.

When will my appeal be heard?
Admission authorities must give anyone who wants to appeal at least 20 school days from the date of the notification that their application was unsuccessful to submit their appeal. Appeals against decisions made in the ‘normal admissions round’ must then be heard within 40 school days of the deadline for submitting appeals. For applications that were made by the closing date, admission authorities will usually try to ensure that the relevant independent appeals panel considers the appeal before the end of the summer term, but there are sometimes exceptions to this. Admission authorities are required to publish their appeals timetables on their websites by 28 February each year.

Who sits on an appeals panel?
Independent admission appeal panel members are trained volunteers who are completely independent of the admission authority. The admission authority has no say over their decisions. At least one of the three panel members will have a background in education. They have the services of a clerk, who provides legal advice and takes notes at the hearing. Parents can choose to attend the hearing, or have the hearing heard in their absence if, for any reason, they are unable to attend.

What happens at an appeal?
At the appeal hearing, the panel will hear information from the admission authority about why the application was refused – and then need to make a decision as to whether or not the admissions arrangements were legal and correctly applied and whether or not the school would be ‘prejudiced’ (ie disadvantaged) by the admission of another child.

If the panel does decide that the arrangements were legal and applied correctly, and that the school would be prejudiced by the admission of another child, they then hear the case of the parents. They will ask questions of the parents to try to get all the information they need to make a decision as to who would suffer the greater prejudice – the school if the child were admitted, or the child and family if they were not. This is a balancing exercise – the panels look at a wide range of factors when making their decision. If they find that the disadvantage to the child and family would be greater than that of the school, then the appeal will be successful and the child will be admitted. The admission authority has no say over the panel’s decisions.
How can I challenge, or complain about, an appeals panel’s decision?

A decision of an appeal panel is binding on both the parents and the admission authority. If either side is unhappy with the decision of the panel and wants it overturned they can make an application to the High Court to judicially review the decision. The High Court will only consider such an application if the decision of the panel discloses an error of law.

If a parent is unhappy with the decision of an appeal panel, they may also complain the Local Government Ombudsman (LGO) in respect of community, voluntary controlled, foundation or voluntary aided schools. The LGO has the power to investigate alleged or apparent maladministration in connection with an appeal and can make recommendations to the local authority, including that the appeal is reheard.

In respect of academies and free schools parents can complain to the Education Funding Agency (EFA), instead of the LGO. If a school coverts to an academy during the appeals process, the LGO is still able to investigate the complaint.

Where can I find out more information?

More information about appeals will be made available if you are not offered a place at your preferred schools. You can also find information about school admission appeals on gov.uk/schools-admissions/appealing-a-schools-decision or by following the link to appeals information on cumbria.gov.uk/schooladmissions or by contacting the School Admissions and Appeals Team.
## Useful contact details

**School Admissions and Appeals Team**

<table>
<thead>
<tr>
<th>Contact</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Phone</strong></td>
<td>01228 221582</td>
</tr>
<tr>
<td><strong>Email</strong></td>
<td><a href="mailto:school.admissions@cumbria.gov.uk">school.admissions@cumbria.gov.uk</a></td>
</tr>
<tr>
<td><strong>Address</strong></td>
<td>School Admissions and Appeals</td>
</tr>
<tr>
<td></td>
<td>Cumbria County Council</td>
</tr>
<tr>
<td></td>
<td>The Parkhouse Building</td>
</tr>
<tr>
<td></td>
<td>Kingmoor Business Park</td>
</tr>
<tr>
<td></td>
<td>Carlisle</td>
</tr>
<tr>
<td></td>
<td>CA6 4SJ</td>
</tr>
<tr>
<td><strong>Website</strong></td>
<td>cumbria.gov.uk/schooladmissions</td>
</tr>
</tbody>
</table>
How do I find out where the specialist services are based?

There are specialist services available to help you and your child. If you wish to find out where in your area the specialist services are based, you should contact your local Children and Families Services office, details of which are given on the Children and Families Services website.

Local Authorities neighbouring Cumbria

Families living close to the Cumbrian border may wish to find out about schools in the area of their neighbouring LA. The addresses are:

<table>
<thead>
<tr>
<th>Durham County Council</th>
<th>Lancashire County Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Hall</td>
<td>PO Box 78</td>
</tr>
<tr>
<td>Durham</td>
<td>County Hall</td>
</tr>
<tr>
<td>DH1 5UJ</td>
<td>Fishergate</td>
</tr>
<tr>
<td>Tel: 03000 265896</td>
<td>Preston</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:schooladmissions@durham.gov.uk">schooladmissions@durham.gov.uk</a></td>
<td>Tel: 0300 1236707</td>
</tr>
<tr>
<td></td>
<td>E-mail: <a href="mailto:schooladmissions@lancashire.gov.uk">schooladmissions@lancashire.gov.uk</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Northumberland County Council</th>
<th>North Yorkshire County Council</th>
</tr>
</thead>
<tbody>
<tr>
<td>County Hall</td>
<td>Jesmond House</td>
</tr>
<tr>
<td>Morpeth</td>
<td>31-33 Victoria Avenue</td>
</tr>
<tr>
<td>Northumberland</td>
<td>Harrogate</td>
</tr>
<tr>
<td>NE61 2EF</td>
<td>HG1 4QE</td>
</tr>
<tr>
<td>Tel: 0345 6006400</td>
<td>Tel: 01609 533679</td>
</tr>
<tr>
<td>E-mail: <a href="mailto:schooladmissions@northumberland.gov.uk">schooladmissions@northumberland.gov.uk</a></td>
<td>E-mail: <a href="mailto:schooladmissions@northyorks.gov.uk">schooladmissions@northyorks.gov.uk</a></td>
</tr>
</tbody>
</table>

Useful websites

- Department for Education [gov.uk](http://gov.uk)
- Advice on Special Educational Needs [gov.uk](http://gov.uk)
- OFSTED inspection reports [ofsted.gov.uk](http://ofsted.gov.uk)
- ACE Education Advice and Training [ace-ed.org.uk](http://ace-ed.org.uk)
- Information on school performance [gov.uk/school-performance-tables](http://gov.uk/school-performance-tables)
- Cumbria Children’s Services [cumbria.gov.uk/childrensservices](http://cumbria.gov.uk/childrensservices)
- More information about school admissions and appeals can be found at:
  - Homepage [cumbria.gov.uk/childrensservices](http://cumbria.gov.uk/childrensservices)
  - Admissions [cumbria.gov.uk/schooladmissions](http://cumbria.gov.uk/schooladmissions)
Data Protection
As a Data Controller, Cumbria County Council processes personal data in accordance with the Data Protection Act 2018. You and/or your children have certain rights in respect of this information including requesting a copy and having inaccurate data corrected.

The information you provide on your preference form may be shared with:
• Other teams within the Children and Families Services Directorate;
• Members of Parliament/Elected Members (where you have asked them to act on your behalf);
• Governing Bodies of own admission authority schools;
• Other Local Authorities

For the following purposes:
• to allocate a school place for your children;
• to co-ordinate admission arrangements with neighbouring local authorities

Information you provide as part of the admissions process will not be used for additional purposes without your consent.

You can find out more about how your data is handled in the council’s Privacy Notice. (Go to www.cumbria.gov.uk and search ‘Privacy’).
If you require this document in another format (e.g. CD, audio cassette, Braille or large type) or in another language, please telephone 01228 221582.

If you require this document in another format (e.g. CD, audio cassette, Braille or large type) or in another language, please telephone 01228 221582.

Jeigu norėtumėte gauti šią informaciją savo kalba, skambinkite telefonu 01228 221582

W celu uzyskania informacji w Państwa języku proszę zatelefonować pod numer 01228 221582

Se quiser aceder a esta informação na sua língua, telefone para o 01228 221582

Bu bilgiley kendi dilinizde görmek istiyorsanız lütfen 01228 221582 numaralı telefonu arayıniz

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