Co-ordinated Admission Scheme for all Maintained Schools and Academies in the Area of Cumbria County Council 2020–2021

Note: the list of schools may need to be revised to provide for the conversion of some schools to academies or to take account of other school organisational changes.

For the purposes of this document ‘school’ refers to maintained schools and academies unless otherwise indicated.

1. Introduction

(1) In line with the requirements of the 1998 School Standards and Framework Act (as amended) this scheme has been drawn up by Cumbria County Council to co-ordinate admissions to all maintained schools and academies in Cumbria, except for entry to Year 12 and for entry to special and nursery schools, regardless of whether the Local Authority (LA) or the governing body is the admission authority.

(2) The scheme’s purpose is to ensure that, as far as reasonably practicable:

   i) Every parent or carer living in Cumbria who has applied for a place for their child for entry in September 2020 to Reception in an infant or primary school, Year 3 in junior school or to Year 7 at a secondary school in the normal admissions round, receives only one offer of a school place for each child on:

      (a) 1 March (or the next working day) for transferring to Year 7 at a secondary school;

      **NOTE:** The School Admissions Code 2014 states that, ‘for secondary school applications, all offers must be made on the same secondary National Offer Day ie. 1 March or the next working day’.

      **As 1 March 2020 will be a Sunday, offers of Year 7 places for September 2020 will be made on Monday 2 March 2020 (the next working day after 1 March 2020).**

      (b) 16 April (or the next working day) for starting infant or primary school (Reception year group);

      (c) 16 April (or the next working day) for transferring to Year 3 at a junior school.

   ii) Every parent or carer living in Cumbria who applies for a school place at a school at any other time, except for admission to Year 12 and for entry to special and nursery schools receives only one offer of a place for each child on the following basis:

      (a) Applications received after the first day of the school term of the admissions year, and at any other time for entry to the normal year of entry, will be treated as ‘in year’ admissions.

Note: The management of school applications may be severely delayed where separated parents or carers of the child each submit a separate application for different schools. The School Admissions Code 2014 states that only one offer per child is made by the LA. In this situation the LA asks that parents or carers attempt to resolve matters between themselves, and inform the LA in writing of which application should be processed. It is not appropriate for the LA to become involved in private disputes. The LA does recognise that there may be exceptional situations where parents or carers cannot ultimately reach an agreement between themselves and it is, therefore,
necessary for the LA to take a decision. Where this is the case the LA will, if appropriate, advise parents to seek independent legal advice. The LA will also try to establish the child’s permanent address and prioritise the application made by the parent or carer living at this address in accordance with the published admission arrangements. In most circumstances this will be the application submitted by the parent or carer who is in receipt of the child benefit for the child to whom the application relates. There may be some circumstances where the LA will suggest that parents or carers seek independent legal advice and ask that they provide copies of any relevant court order relating to child arrangements.

(3) The scheme does not apply to those places set aside for boarders.

(4) The scheme will be implemented in line with the timetables set out in Appendices 1 and 2.

(5) Appendices 3 and 4 list the admission authorities to which the scheme applies.

2. The Common Application Forms

(1) There will be three standard forms known as the Common Application Forms. In line with county council policy, online applications are encouraged and references to the various forms below include those available online. Hard copies are also available. The forms are as follows:

SA1 – Admission to Infant or Primary School – September 2020
SA2 – Transfer to Junior School – September 2020
SA3 – Transfer to Secondary School – September 2020

(2) The forms will be used for the purpose of admitting pupils into the Reception Year for infant and primary, Year 3 for junior and Year 7 for secondary intake groups in September 2020. They will:

- invite parents or carers to express three preferences for schools in rank order of preference including, where relevant, any schools outside the LA’s area;
- explain that parents or carers are entitled to give their reasons for their preferences; and
- specify the closing date and to whom the form must be returned.

(3) The LA will ensure that the SA1, SA2, and SA3 are available online and from the LA. They will be available online from 9 September 2019. Parents and/or carers of children in their last year at an infant school will receive information about how to apply for a junior school place from the infant school. Those with a child in the last year of a primary or junior school will receive information about how to apply for a secondary school place from their current primary or junior school. Information about schools together with an application form will be made available on the Cumbria County Council website.

(4) The governing body of a voluntary aided, foundation, free school or an academy trust can require parents or carers who wish to express a preference for their school on the common application form, to provide additional information on a supplementary form, or by way of supporting evidence only where the information is required for the governing body or academy trust to apply their oversubscription criteria. Where a supplementary form or supporting evidence is required it must be returned to the school where entry is sought.
5. A supplementary form will not be regarded as a valid application unless the parent and/or carer has also completed a common application form and the school has been given as one of their preferences.

6. Where common application forms are sent directly to voluntary aided, foundation, free schools or academies, they must be passed to the LA within five school days.

3. The Closing Date for Application Forms [SA1, SA2 and SA3]

1. Completed forms must be returned as follows:

   - SA3 – by 31 October 2019 online, to the child’s current junior or primary school or directly to the School Admissions and Appeals Team;
   - SA1 – by 15 January 2020 online, to the parent or carer’s preferred school or directly to the School Admissions and Appeals team; and
   - SA2 – by 15 January 2020 online, to the child’s current infant school or directly to the School Admissions and Appeals Team.

   Parents or carers who are resident in Cumbria and whose children do not attend a school in Cumbria, or any parent or carer preferring to return their form direct to the LA, should return the form to the School Admissions and Appeals Team. The same closing dates apply.

   Parents or carers who are resident in Cumbria and who wish to apply for a school place at a maintained school or academy outside of Cumbria should still complete one of the above forms and make an application via Cumbria and submit their application to the School Admissions and Appeals Team by the closing dates as set out above.

2. Where a preference has been expressed for a voluntary aided, foundation, free school or an academy requiring a supplementary form or supporting evidence, this should be returned directly to that school by the above closing dates.

3. All schools must forward completed application forms to the LA on a weekly basis as and when they are received. The final deadlines for the forms to be sent by first class post are:

   - SA3 – 8 November 2019
   - SA1 – 20 January 2020
   - SA2 – 20 January 2020

4. In relation to all schools, preferences which are submitted or changed after the closing date will only be considered in exceptional circumstances.

5. Even if there are exceptional circumstances, it will not be possible to consider applications received or changed after:

   - 3 January 2020 for Transfer to Secondary - Year 7 [SA3]
   - 14 February 2020 for Starting Infant or Primary - Reception [SA1]
   - 14 February 2020 for Transfer to Junior - Year 3 [SA2]

   until after the allocation of places has been made for all those parents or carers who applied on time.

4. Completing the SA1, SA2 and SA3 Application Forms
(1) If a parent or carer completes the application form in such a way that the ranking of two or more preferences is not clear, the distance between home and school, measured by the shortest walking route by road between the pupil’s home address and the nearest available entrance on the school site, using the LA’s Geographical Information System (GIS) mapping system, will be used to rank the preferences concerned. The nearest school will be regarded as the highest preference.

(2) If more than one form is received, and any earlier applications have not been withdrawn in writing, the most recently dated application form [submitted by the relevant closing date] will be used. If forms are not dated or are dated on the same day, those schools where the order of preferences is not clear will be ranked as in 4(1) above. See also, section 2(ii) relating to parental disputes.

5. **Testing of Ability or Aptitude**

(1) Where a selection test of any kind, i.e. for ability or aptitude, is part of the school’s admission arrangements, the admission authority for the school must make it clear to parents or carers that, whilst they can be tested, they are still required to express a preference for that school on the appropriate form SA1, SA2 or SA3 otherwise they will not have applied for a school place.

6. **Determining Offers in Response to the Common Application Forms [i.e. SA1, SA2 and SA3]**

(1) All preferences will be considered equally. This is known as an equal preference scheme. It means that a child will be considered for a place at each school named on the application form irrespective of whether the school was given as the 1st, 2nd or 3rd preference on the application. Where a child is eligible for a place at more than one of the preferred schools given on the original application form, a place at the school given as the highest preference will be offered on national offer day.

(2) The LA will only make any decision with respect to the offer or refusal of a place in response to any preferences expressed on the application forms where:

- it is acting in its separate capacity as an admission authority, or
- an applicant is eligible for a place at more than one school [see 6(1) above]; or
- an applicant is not eligible for a place at any school for which they have expressed a preference. A place would only be offered at a voluntary aided, foundation, free school or an academy if its admission number had not been reached in offering places to those parents and/or carers who submitted a timely application and gave the school as one of their three preferences.

7. **Parents and Carers Applying for a Place at a School Outside of Cumbria**

(1) Parents or carers may express a preference for school[s] in another LA area.

(2) If a pupil would be eligible for a place at a school in Cumbria and a neighbouring Authority has also indicated that a place can be offered at one of its schools, the parents and/or carers will be offered the place at the school which was ranked as their highest preference.

8. **Processing Parental Preferences**

The following timetable sets out the final deadline dates that will be applied to the processing of parent or carer preferences received by the relevant closing date:
<table>
<thead>
<tr>
<th>LA notification to other LAs of preferences expressed for schools in their area.</th>
<th>18.11.19</th>
<th>27.01.20</th>
<th>27.01.20</th>
</tr>
</thead>
<tbody>
<tr>
<td>LA notification to voluntary aided, foundation, free schools and academies of all first, second and third preference applications received [see note]</td>
<td>22.11.19</td>
<td>29.01.20</td>
<td>29.01.20</td>
</tr>
<tr>
<td>Final date for governing bodies of voluntary aided, foundation and free schools and academy trusts to consider all applications, apply the school’s oversubscription criteria and provide the LA with a list showing which category in their admissions policy each applicant falls into.</td>
<td>13.12.19</td>
<td>11.02.20</td>
<td>11.02.20</td>
</tr>
<tr>
<td><strong>Ranking of applicants in the category in which the cut-off point falls must also be shown.</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Note: Any school having difficulties meeting this deadline must agree an alternative one with the School Admissions and Appeals Team.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Liaison period for the LA and voluntary aided, foundation, free schools and academies to finalise allocations. Lists for oversubscribed schools will be compared. Where a place can be offered at more than one school, the LA will identify the highest preference school that can be offered. This will become the ‘provisional allocation’.</td>
<td>16.12.19 to 24.01.20</td>
<td>12.02.20 to 06.03.20</td>
<td>12.02.20 to 06.03.20</td>
</tr>
</tbody>
</table>
| **Finalise Allocations**  
Other LAs notified of places in schools in Cumbria to be offered to their residents. | | | |
| Notification to all maintained schools and academies of number of pupils to be offered a place. NB: This is confidential information and must not be passed on to parents or carers. | 10.02.20 | 20.03.20 | 20.03.20 |
| LA notification to parents or carers informing them of the outcome of their application [Offer Days]. | 21.02.20 | 03.04.20 | 03.04.20 |
| | 02.03.20 | 16.04.20 | 16.04.20 |
Note
The LA will notify voluntary aided, foundation, free schools and academies of all first, second and third preference applications which have been received for their school. In line with legislation, where these preferences are passed on, the order of parents or carers’ preferences will not be made known to schools. Community and voluntary controlled schools will be informed how many first preference applications have been received.

- During the liaison period with voluntary aided, foundation, free schools and academies, the LA will adjust the pupil lists to remove children who can be offered a higher preference school.
- Voluntary aided, foundation, free schools and academies will have provided a full ranking list to the LA by 13 December 2019. However, during the liaison period, the LA may need to discuss changes to the allocation lists with voluntary aided, foundation free schools and academies and some further ranking may be required. Where this is the case, an appropriate deadline for the submission of revised information, to the LA, will be agreed with the individual school.

9. Distance Measurements

(1) Straight-line Measure
Where there are more applications than places available at a community or voluntary controlled school for entry to all year groups, applications will be prioritised using the oversubscription criteria set out in the General Admission Policy 2020-21. For any criteria that gives priority to those living closest to the school, distance measurements will be undertaken using the LA’s computerised Geographical Information System (GIS). This measurement will be a straight-line measurement between the centre of the pupil’s home address and a common point on the school site as determined by the LA.

(2) Shortest Walking Route by Road
Where a place cannot be offered at any of the parents or carers’ preferred schools, the LA will allocate a place at the nearest school in Cumbria to the home address with a place available after all timely applications have been processed. In these circumstances, the distance will be measured by the shortest walking route by road between the pupil’s home address and the nearest available entrance on the school site using the LA’s GIS mapping system.

10. Where a Place is Not Available at the Parents or Carers’ Preferred Schools

(1) Where a child is not eligible for a place at any of their parents or carers’ preferred schools, they will be allocated a place at the nearest school in Cumbria to the home address with a place available after all timely applications have been processed, measured by the shortest walking route by road (9(2) refers) using the LA’s GIS mapping system. Unless a parent or carer has specifically stated that they would not accept a place at a Catholic school, a place at a Catholic school would be offered where this is the nearest appropriate school.

(2) If only one school is named on the application form and it is not possible to allocate a place at that school, the child will not automatically be considered for any other schools in the local area, eg. the catchment area school; this is because the schools were not named on the application form. In these circumstances a place will be allocated at the nearest school in Cumbria with a place available after all timely
applications have been processed, measured by the shortest walking route by road (9(2) refers) using the LA’s GIS mapping system.

(3) If a school is identified as the alternative school for more pupils than there are places available, the school’s oversubscription criteria will determine priority for a place.

11. Informing Parents and Carers of the Outcome of Their Application

(1) The LA will inform all parents or carers of the outcome of their application as follows:

Online applications
Parents or carers who have made their application online will receive an email on the following dates, or on the first working day thereafter:

- Year 7 Places [Secondary] - 2 March 2020 [see note at 2(i)(a)]
- Reception Places [Infant/Primary] - 16 April 2020
- Year 3 Places [Junior] - 16 April 2020

Paper applications
Parents or carers who have made paper applications will receive a letter, which will be sent by post on the dates above, or on the first working day thereafter:

The letters will give the following information:

- the name of the school at which a place has been offered;
- in relation to voluntary aided, foundation, free schools and academies, that the offer is made on behalf of the governing body or the academy trust;
- the reasons why the child has not been offered a place at the other schools which were given as a preference (if relevant);
- contact details for the LA where a place has not been offered;
- information about their statutory right of appeal against the decision to refuse a place at any school given as a higher preference;
- confirmation that the right of appeal is in relation to any school given as a preference and where a place has not been allocated; and
- confirmation that in the re-allocation process, parents or carers will be considered for any places that might become available in schools they ranked higher than the school they have been offered, and what to do if they wish to be considered for any vacancies beyond that point.

(2) Parents or carers who don’t wish to take up the place offered because they have made alternative arrangements will be asked to do so by the following dates:

- Year 7 Places [Secondary] - 16 March 2020
- Reception Places [Infant/Primary] - 1 May 2020
- Year 3 Places [Junior] - 1 May 2020

If parents or carers do not respond by this date it will be deemed that they have accepted the place.
12. Re-allocating Places which are not Taken Up or Subsequently Become Vacant

(1) The LA will re-allocate any places which have become vacant since allocation letters were sent out. This will take place on or around:

<table>
<thead>
<tr>
<th>Places</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Year 7 Places [Secondary]</td>
<td>25 March 2020</td>
</tr>
<tr>
<td>Reception Places [Infant/Primary]</td>
<td>13 May 2020</td>
</tr>
<tr>
<td>Year 3 Places [Junior]</td>
<td>13 May 2020</td>
</tr>
</tbody>
</table>

(2) Consideration will be given to all outstanding applicants, including any late applications.

(3) Places will be re-allocated by applying the school’s oversubscription criteria (for community and voluntary controlled schools the LA oversubscription criteria will apply). Where the information is not already held, the LA will liaise with voluntary aided, foundation, free schools and academies regarding the ranking of outstanding applicants.

(4) During the course of the year, as vacancies arise, the LA will re-allocate the places to those applicants on the waiting list of community and voluntary controlled schools in accordance with its oversubscription criteria.

13. Late Applications Submitted After the Main Intake Closing Dates

(1) Applications received by the LA after the main admissions round closing dates and where there are no exceptional circumstances, or after the dates specified at 3(5) even if there are exceptional circumstances, will only be considered after the allocation decisions have been made in paragraph 8.

(2) Where it is not possible to offer a place on the Offer Days [paragraph 8] a place will be offered as soon as possible thereafter. For any school that is oversubscribed, late applicants will not be notified of the outcome of their application until after re-allocation day.

14. Waiting Lists

Waiting lists for schools will be kept by the relevant admission authority until the end of the autumn term 2020 as a minimum.

15. Applications Received After the First Day of the School Year and Other In Year Requests for Admission

(1) Applications received after the first day of the school term of the admissions year, and at any time for entry other than to the normal year of entry, will be treated as in year admissions. These applications should be made on form SA8.

(2) Once any places have been re-allocated on the specified dates, any applications for entry in September 2020 to Reception in an infant or primary school, Year 3 in a junior school or Year 7 in a secondary school will continue to be treated as main intake applications for the normal admissions round. Forms SA1, SA2 and SA3 will be used for this purpose up until the first day of the school term of the normal admissions year. From re-allocation day up until the first day of the school term of the normal admissions year, the LA will continue to process all main intake applications. The LA will liaise with voluntary aided, foundation, free schools and academies regarding the allocation of places for the normal year of entry. The LA, as
the admissions authority, will continue to process applications for community and voluntary controlled schools for the normal year of entry.

(3) For community and voluntary controlled schools which have been oversubscribed, the LA will continue to re-allocate places up to the end of the autumn term in line with its published admission arrangements. Schools must, therefore, refer any parents or carers who contact them to request a school place to the LA. Other community and voluntary controlled schools should confirm the availability of places with the parent or carer.

(4) On an ongoing basis it will be possible, in many instances, to deal with in year requests for places without involving the LA. Parents will contact schools directly and it will be possible to offer a place without any difficulty and without the need for a formal application. Schools should inform the LA when they have offered places, so student records can be kept up to date.

(5) In relation to a community or voluntary controlled school, if a parent contacts the school requesting admission and it is not possible to offer a place, the parent should be referred to the School Admissions and Appeals Team in order that form SA8 can be completed by the parent. On receipt of the SA8 the LA will determine whether refusal is appropriate and, if so, write to the parent or carer formally refusing the request and offering the right of appeal. Alternative preferences would also be pursued and if necessary, ie. in relation to voluntary aided, foundation, free schools and academies, the application would be referred to the governing body or academy trust for determination.

(6) If any parent approaches a voluntary aided, foundation, free school or academy directly about an in year admission, the governing body or academy trust should offer a place where possible and notify the LA. Where a place cannot be offered, the governing body or academy trust must offer the right of appeal, and advise the parent to contact the LA [School Admissions and Appeals Team] in order that a form SA8 can be completed. Own admission authority schools must notify the LA of both the application and its outcome to allow the LA to keep up to date figures on the availability of places in the area.

(7) Where the LA receives an SA8 direct from a parent giving a voluntary aided, foundation, free school or academy as their first preference or in pursuing alternative preferences where higher preferences have been refused, the request will be referred to the governing body or academy trust to make a determination regarding the application. The governing body or academy trust should notify the parent or carer in writing of its decision with a copy to the LA.

(8) Parents who are refused admission must be offered a right of appeal. Information about the appeals process must be provided by the relevant admission authority in the refusal letter.

(9) The LA will keep track of any pupils who apply for in year admission using form SA8, and intervene as appropriate to ensure that they are placed in a school without undue delay.

16. Applications for Energy Coast UTC

(1) The closing date for applications for September 2020 Year 10 places will be advised by Energy Coast UTC during the autumn term 2018.
(2) Applicants will be notified of the outcome of their application on 2 March 2020 [see note at 2(i)(a)].

(3) Energy Coast UTC will process their own applications for admission to Year 12 in September 2020.
Appendix 1
CO-ORDINATED ADMISSIONS SCHEME FOR INFANT, JUNIOR AND PRIMARY SCHOOLS
[MAIN ADMISSIONS ROUND]

Scheme Timetable - September 2020 Entry to Reception and Year 3

15 January 2020
SA1s [Reception] to be submitted online to the School Admissions and Appeals Team; if submitting a paper form, return to the parents or carers first preference school or directly to the School Admissions and Appeals Team. Any supplementary form and documentary evidence, if required, that is relevant in relation to admission to voluntary aided, foundation, free schools and academies must be returned by parents or carers to the school for which the supplementary information is relevant.

SA2s [Year 3] to be submitted online to the School Admissions and Appeals Team; if submitting a paper form, return to the parents or carers first preference school or directly to the School Admissions and Appeals Team. Any supplementary form and documentary evidence, if required, that is relevant in relation to admission to voluntary aided, foundation, free schools and academies must be returned by parents and carers to the school for which the supplementary information is relevant.

20 January 2020
Schools to pass SA1s and SA2s to the LA on a weekly basis as and when they are received, but to be sent by first class post on this date at the latest.

Schools to maintain a record of all forms received. This should include a list of who has submitted an application form together with the date the form is received in school.

27 January 2020
Other LAs to be notified of preferences which have been expressed for schools in their area.

29 January 2020
The LA will notify voluntary aided, foundation, free schools and academies of all first, second and third preference applications which have been received for their school. In line with legislation, where these preferences are passed on, the order of parents or carers’ preferences will not be made known to schools. Community and voluntary controlled schools will be informed how many first preference applications have been received.

11 February 2020
Voluntary aided, foundation, free schools and academies to provide LA with a list showing which category in their admissions policy each applicant falls into. This list should also be in rank order, ranked from 1 onwards, beginning with the applicant with the highest priority for a place at the school through to the applicant with the lowest priority for a place. If any school has difficulties with this deadline, an alternative one must be agreed.
<table>
<thead>
<tr>
<th>Date Range</th>
<th>Event Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>14 February 2020</td>
<td>After this date, no late or changed applications to be considered, even if there are exceptional circumstances.</td>
</tr>
<tr>
<td>12 February 2020 to 06 March 2020</td>
<td>The LA will liaise with voluntary aided, foundation, free schools and academies in order to finalise allocations.</td>
</tr>
<tr>
<td>20 March 2020</td>
<td>Other LAs will be notified of places in schools in Cumbria.</td>
</tr>
<tr>
<td>27 March 2020 to 3 April 2020</td>
<td>LA will finalise allocations.</td>
</tr>
<tr>
<td>3 April 2020</td>
<td>LA will confirm final allocations with all maintained schools and academies in Cumbria.</td>
</tr>
<tr>
<td>16 April 2020</td>
<td>LA will notify parents or carers of their allocation.</td>
</tr>
<tr>
<td>01 May 2020</td>
<td>Parents or carers who don’t wish to take up the place offered because they have made alternative arrangements will be asked to respond by this date. Where parents and carers have not responded by this date, the LA will assume acceptance of the place offered.</td>
</tr>
<tr>
<td>13 May 2020</td>
<td>LA will re-allocate any places which have become available.</td>
</tr>
</tbody>
</table>
### Scheme Timetable - September 2020 Entry to Year 7

<table>
<thead>
<tr>
<th>Date</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>31 October 2019</td>
<td>SA3s to be submitted online to the School Admissions and Appeals Team; if submitting a paper form, return to the child’s current school or directly to the School Admissions and Appeals Team. Any supplementary form and documentary evidence, if required, that is relevant in relation to admission to voluntary aided, foundation, free schools and academies must be returned by parents or carers to the school for which the supplementary information is relevant. Each primary school should maintain a record of the applications it receives from parents or carers as well as the date these are received. The school should contact those parents or carers where the record kept in school indicates that a parent or carer may not have applied for a Year 7 school place.</td>
</tr>
<tr>
<td>08 November 2019</td>
<td>Schools to pass SA3s and any supplementary forms to the LA on a weekly basis as and when they are received, but to be sent by first class post on this date at the latest.</td>
</tr>
<tr>
<td>18 November 2019</td>
<td>Other LAs to be notified of preferences which have been expressed for schools in their area.</td>
</tr>
<tr>
<td>22 November 2019</td>
<td>The LA will notify voluntary aided, foundation, free schools and academies of all first, second and third preference applications which have been received for their school. In line with legislation, where these preferences are passed on, the order of parents or carers’ preferences will not be made known to schools. Community and voluntary controlled schools will be informed how many first preference applications have been received.</td>
</tr>
<tr>
<td>13 December 2019</td>
<td>Voluntary aided, foundation, free schools and academies to provide LA with a list showing which category in their admissions policy each applicant falls into. This list should also be in rank order, ranked from 1 onwards, beginning with the applicant with the highest priority for a place at the school through to the applicant with the lowest priority for a place. If any school has difficulties with this deadline, an alternative one must be agreed.</td>
</tr>
<tr>
<td>16 December 2019 to 24 January 2020</td>
<td>The LA will liaise with voluntary aided and foundation schools, free schools and academies in order to finalise allocations.</td>
</tr>
<tr>
<td>03 January 2020</td>
<td>After this date, no late or changed applications to be considered, even if there are exceptional circumstances.</td>
</tr>
</tbody>
</table>
10 February 2020 Other LAs will be notified of places in schools in Cumbria which can be offered to their residents.

14 to 21 February 2020 LA will finalise allocations.

21 February 2020 LA will confirm final allocations with all maintained schools and academies in Cumbria.

02 March 2020 LA will notify parents or carers resident in Cumbria of their allocation. (Note: As 1 March 2020 falls on a Sunday, notification to parents or carers will be on the next working day – Monday 2 March 2020)

16 March 2020 Parents or carers who don’t wish to take up the place offered because they have made alternative arrangements will be asked to respond by this date. Where parents and carers have not responded by this date, the LA will assume acceptance of the place offered.

25 March 2020 LA will re-allocate any places which have become available.
Appendix 3

CO-ORDINATED ADMISSIONS SCHEME – INFANT, PRIMARY AND JUNIOR SCHOOLS

Admission Authorities in the Area of Cumbria to which the Scheme Applies

Subject to any school converting to foundation or academy status, the LA is the Admission Authority for the following community and voluntary controlled infant and primary schools

All Saints’ CE Primary School  Goodly Dale Community Primary School
Allithwaite School  Gosforth CE School
Allonby Primary School  Grange CE Primary School
Alston Primary School  Grasslot Infant School
Arlecdon Primary School  Great Orton School
Armathwaite School  Greystoke School
Asby Endowed School  Haverigg Primary School
Ashfield Infant School  Hawkshead, Esthwaite Primary School
Barrow Island Community Primary School  Hensingham Primary School
Beckstone Primary School  Heron Hill Primary School
Belle Vue Primary School  High Hesket CE School
Bewcastle School  Holm Cultram Abbey CE School
Blennerhasset School  Holme Community School
Bolton Primary School  Holme St Cuthbert School
Bookwell Primary School  Houghton CE School
Bransty Primary School  Inglewood Infant School
Bridekirk Dovenby CE Primary School  Ireby CE School
Brisbane Park Infant School  Irthington Village School
Brook Street Primary School  Jericho School
Brough Community Primary School  Kells Infant School
Broughton Moor Primary School  Kingmoor Infant School
Brunswick School  Kirkbampton CE School
Burgh by Sands Primary School  Kirkby Primary School
Burlington CE Primary and Nursery School  Kirkby Stephen Primary School
Caldew Lea School  Kirkby Thore School
Cambridge Primary School  Kirkoswald CE School
Captain Shaw’s CE School  Lamplugh CE School
Cartmel CE Primary School  Lanercost CE School
Chapel Street Infant s and Nursery School  Langwathby CE School
Clifton School  Lees Hill CE School
Coniston Primary School  Levens CE School
Croftlands Infant and Nursery School  Lindal and Marton Primary School
Crosscanonby St John’s CE School  Lindale CE School
Cumwhinton School  Long Marton Community Primary School
Cumwhinton School  Low Furness CE Primary School
Dane Ghyll Community Primary School  Lowca Community School
Derwent Vale Primary School and Nursery  Maryport Infant School*
Distington Community School  Millburn School
Ellenborough and Ewanrigg Infant School  Millom Infant School
Ennerdale and Kinniside CE Primary School  Milnthorpe Primary School
Fellview Primary School  Montreal CE Primary School
Frizington Community Primary School  Moor Row Community Primary School
Moresby Primary School
* Proposals to amalgamate Maryport Infant School and Maryport CE Junior School to form an all-through primary school with a PAN of 45 with effect from September 2019 are currently being considered.

**Subject to any school converting to foundation or academy status, the LA is the Admission Authority for the following community and voluntary controlled junior schools**

Ashfield Junior School  
Clack Combe Junior School  
Croftlands Junior School  
Ewanrigg Junior School  
George Romney Junior School  
Greengate Junior School  
Inglewood Junior School  
Kingmoor Junior School  
Maryport CE Junior School*  
Monkware School  
Newlaithes Junior School  
North Lakes School  
Seaton St Paul's CE Junior School  
South Walney Junior School  
St James’ CE Junior School, Whitehaven  
Thomlinson Junior School  
Victoria Junior School, Workington

* Proposals to amalgamate Maryport Infant School and Maryport CE Junior School to form an all-through primary school with a PAN of 45 with effect from September 2019 are currently being considered.
The governing body or academy trust is the Admission Authority for the following voluntary aided, foundation, free schools and academies

Ambleside CE Primary School
Appleby Primary School
Arnoside National CE School
Askam Village School
Bassenthwaite School
Beaconside CE Primary School
Beckermet CE School
Beetham CE School
Bishop Harvey Goodwin School, The
Blackford CE Primary School
Borrowdale CE Primary School
Bowness on Solway Primary School
Braithwaite CE [VA] Primary School
Brampton Primary School
Broughton Primary School
Burton Morewood CE Primary Academy
Calthwaite CE School
Castle Carrock School
Castle Park School
Chetwynde School
Church Walk CE Primary School
Crosby on Eden CE School
Crosby Ravensworth CE School
Crosscrake CE School
Crosthwaite CE School
Culgaith CE School
Dalton St Mary’s CE Primary School
Dean Barwick School
Dean CE School
Dean Gibson Catholic Primary School
Dearham Primary School
Dent CE Voluntary Aided Primary School
Eaglesfield Paddle CE VA Primary School
Fairfield Primary School
Fir Ends Primary School
Flimby School
Flookburgh CE School
Ghyllside Primary School
Gilsland CE School
Grasmere CE School
Grayrigg CE School
Great Corby School & Nursery
Hallbankgate Village School
Hayton CE Primary School
Holy Family Catholic Primary School
Ireleth St Peter’s CE School
Ivegill CE School
Langdale CE School
Lazonby CE School
Leven Valley CE School
Longtown Primary School
Lorton School
Lowther Endowed Primary School
Morland Area CE School
Northside School
Orton CE School
Oughterside School
Our Lady & St Patrick’s Catholic Primary School, Maryport
Our Lady of the Rosary Catholic Primary School
Parkside GGI Academy
Patterdale CE School
Penny Bridge CE School
Penruddock Primary School
Rosley CE School
Sacred Heart Catholic Primary School
Scottby CE Primary School
Seaton Academy
Selside Endowed CE School
Shap Endowed CE School
St Bede’s Roman Catholic Primary School
St Bega’s CE School
St Begh’s Catholic Junior School
St Bridget’s Catholic Primary School, Egremont
St Catherine’s Catholic Primary School
St Columba’s Catholic Primary School
St Cuthbert’s Catholic School and Nursery, Carlisle
St Cuthbert’s Catholic Primary School, Wigton
St Cuthbert’s Catholic Primary School, Windermere
St Gregory and St Patrick’s Catholic Infant School
St Gregory’s Catholic Primary School
St Herbert’s CE Primary School
St James’ Catholic Primary School, Millom
St James’ CE Junior School, Barrow
St Joseph’s Catholic Primary School, Cockermouth
St Joseph’s Catholic Primary School, Frizington
St Margaret Mary’s Catholic Primary School
St Mark’s CE School
St Martin & St Mary CE Primary School
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<tr>
<th>St Mary’s Catholic Primary School, Harrington</th>
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<td>St Mary’s Catholic Primary School, Ulverston</td>
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<td>St Mary’s Catholic Primary School, Whitehaven</td>
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<td>St Mary’s CE Primary School, Kirkby Lonsdale</td>
<td>Tebay Community Primary School</td>
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<td>St Matthew’s CE School</td>
<td>Victoria Academy, Barrow</td>
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<td>St Michael’s CE School, Bothel</td>
<td>Waberthwaite CE School</td>
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<td>St Oswald’s CE Primary School</td>
<td>Warwick CE School</td>
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<td>St Patrick’s Catholic Primary School, Cleator Moor</td>
<td>Warwick Bridge School</td>
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<td>St Thomas’s CE School</td>
<td>Yewdale School</td>
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Appendix 4
CO-ORDINATED ADMISSIONS SCHEME – SECONDARY SCHOOLS

Admission Authorities in the Area of Cumbria to which the Scheme Applies

Subject to any school converting to foundation or academy status, the LA is the Admission Authority for the following community and voluntary controlled schools:

Beacon Hill Community School  The Nelson Thomlinson School
Dowdales School  Netherhall School
John Ruskin School  Solway Community School
The Lakes School  Ulverston Victoria High School
Millom School

The governing body is the Admission Authority for the following foundation and voluntary aided schools and academies:

Appleby Grammar School  Queen Elizabeth School
Caldew School  Queen Katherine School, The
Cartmel Priory CE School  Samuel King’s School
Central Academy  Settlebeck School
Chetwynde School  St Benedict’s Catholic High School
Cockermouth School  St Bernard’s Catholic High School
Dallam School  St Joseph’s Catholic High School
Energy Coast UTC  Trinity School
Furness Academy  Ullswater Community College
Keswick School  Walney school
Kirkbie Kendal School  West Lakes Academy
Kirkby Stephen Grammar School  The Whitehaven Academy
Morton Academy  William Howard School
Newman Catholic School  Workington Academy
Queen Elizabeth Grammar School