



**Children and Young
People's Services**

Secondary School Admissions

**in County Durham
2012/2013**



You can now apply on-line: www.durham.gov.uk

Admission to secondary schools in County Durham

12 September 2011 Secondary School Admissions Guide for parents, with Application form, issued to parents.

Complete an application and return to Admissions, Appeals and Transport Entitlement Team, County Hall, Durham, DH1 5UJ or apply on-line, no later than **31 October 2011**.

Does your child have a Statement of Special Educational Needs, or is undergoing a Statutory Assessment of Special Educational Needs?

No

Yes

On **1 March 2012** the Admissions, Appeals and Transport Entitlement Team will inform you in writing of the school place offered to your child (this will be in line with your preference where possible).

See page 7 for details of admission criteria for Community and Voluntary Controlled Schools and Foundation schools and Academies and Section 2 for Voluntary Aided (Church) Schools.

See page 15 for details of the home to school transport policy.

The Local Authority determines, in consultation with you, a school place through the Statutory Assessment and Review Procedure.

You should contact the SEN Placement and Provision Section for further information.

Is the Secondary School place offered acceptable to you?

No

Yes

You need to return the acceptance form sent to you to tell us this.

Please contact Admissions, Appeals and Transport Entitlement Team by **15 March 2012** to add your child's name to the waiting list for a place at the preferred school(s).

See page 10 for details of how places are offered to pupils on the waiting list.

You need to return the acceptance form sent to you to tell us this.

Do you wish to appeal against the decision not to offer your child a place at the preferred school?

Yes

No

An appeal will be arranged and heard by an Independent Appeals Panel between **May 2012 and July 2012**.

See Page 10 for further details.

You need to take no further action.

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Foreword

Dear Parent/Carer

This guide is intended to provide you with all the information you will need to apply for a school place for your child.

Children in County Durham benefit from many schools with superb facilities and dedicated, talented staff. Our admissions system is designed to help you express your preferences for those schools which you believe will most suit your child's needs.

Durham County Council recognises that your child's education is one of the most important aspects of their life. It influences their formative years and their future. We hope that this guide helps you find a place in the school that is right for your child so that he or she will have a happy and successful start to their school career.



**Councillor,
Claire Vasey,**
Cabinet Member
for Children and
Young People's
Services



David Williams,
Corporate Director,
Children and Young
People's Services



How to apply for a secondary school place for September 2012

Please read the whole of this Parents' Guide carefully as it tells you everything you need to know about obtaining a place at secondary school for your son or daughter. If you still have questions you should contact the relevant admissions authority* or the Choice Advisers (see page 12).

General information

Children born between 1 September 2000 and 31 August 2001 will be eligible to start secondary school in September 2012.

*County Durham Local Authority (LA) sets the admission policy and criteria for Community and Voluntary Controlled schools within County Durham (see page 7). The Governing Bodies of Voluntary Aided (Church) schools, Foundation schools and Academies set the admission policy and criteria for their own schools (see page 6 and Section 2).

You can express up to three preferences for your child to be admitted to a maintained secondary school, including Voluntary Aided (Church) schools, Foundation schools and Academies. You can apply for a place inside and outside of County Durham. If you would like more information about an individual school or Academy please contact them directly, details are at the back of this guide. If you want to know more about schools or Academies in other LA areas you will need to contact these Local Authorities for advice.

Places are allocated by strictly following the admission criteria for the schools/Academies applied for. These criteria can and do differ. The admission criteria for all Community and Voluntary Controlled Schools are on page 7. You can see the criteria for Voluntary Aided (Church) schools in Section 2. The admission criteria for Foundation Schools and Academies are as those for Community and Voluntary (Controlled) Schools (page 7).

Once you have read the relevant admissions criteria you can complete an application. You can either apply on-line or use the application form available from the Admissions, Appeals and Transport Entitlement Team. Children currently in Year 6 of a maintained County Durham school

will be given an application form by their school. Please put the schools/Academies in ranked order, top preference at number 1. We will treat your first, second and third preferences as separate applications and work out if your child qualifies for a place using the oversubscription criteria. If your child qualifies for more than one school or Academy you have listed, we will offer a place at your highest ranked preference.

You are strongly recommended to list three schools/Academies in your application. Listing only one school/Academy will not improve your chances of being offered a place at that school/Academy and may lead to us offering your child a place at a school/Academy you would prefer your child not to go to. Repeating the name of the school/Academy in your application does not improve your chance of gaining a place there. Please remember to enter the correct date of birth for your child and mention any sibling links they have at the school/Academy in your application.

WE MUST RECEIVE YOUR APPLICATION FORM BY 31 OCTOBER 2011. YOU MUST SUBMIT YOUR APPLICATION ON TIME IN ORDER TO HAVE THE BEST CHANCE OF GETTING THE PLACE YOU WANT.

Remember, you can contact us at any time for advice or help:
Admissions, Appeals and Transport Entitlement Team, County Hall, Durham, DH1 5UJ e-mail: secondaryadmissions@durham.gov.uk or telephone (0191) 383 4490/383 4574 or visit www.durham.gov.uk .

For School Choice Advice:

Choice Advice Service, County Hall, Durham DH1 5UJ
E-mail: choiceadviser@durham.gov.uk or Telephone (0191) 383 5665.
Please also see page 12 for further information about this service.

How to apply on-line

If you have access to a computer linked to the internet and a current e-mail address you can apply on-line. Internet access is available through any County Durham Library and staff there will be pleased to help you set up an e-mail address.

There are many benefits of applying on-line including:

- it's quick, secure and easy to use;
- it can be accessed 24 hours a day, 7 days a week;
- you can apply from home, work or a library;
- your application cannot get lost in the post;
- the system guides you through the application process;
- you will receive an e-mail confirmation of the receipt of your application;
- you can change your application any time up to the closing date.

To complete the on-line application form:

- access the internet on your computer and type in **www.durham.gov.uk**;
- click on **'Apply for it'** and follow the instructions for completing the form;
- press the **'submit application'** button; and
- you will then receive an e-mail confirming receipt.



If you want to change anything on your form prior to the closing date you can do so by accessing your form by typing in the website address: **www.durham.gov.uk** and click **'Apply for it'**, as above, and making the changes. You must then click **'submit application'**. You will get a message to say your application has been re-submitted successfully.

If you have any problems applying contact the On-Line Admissions Helpline **(0191) 383 5663**

You will not be able to apply on-line after the closing date of 31 October 2011.

How to apply using an application form

If you do not wish to apply on-line please complete an application form and post it to:

**Admissions, Appeals and Transport Entitlement Team
Children and Young People's Services
Durham County Council
County Hall
Durham
DH1 5UJ**



PLEASE REMEMBER WE MUST RECEIVE YOUR APPLICATION BY 31 OCTOBER 2011.

You may want to return the application form by **"Recorded Signed for TM"** or **"Special Delivery"** as, in the event of non-receipt, proof of **"Recorded Signed for TM"** or **"Special Delivery"** will be required. If you apply on-line you will receive an e-mail confirming receipt. If you apply using the form available from the Admissions, Appeals and Transport Entitlement Team, you will receive an acknowledgement card from us confirming receipt of your application form. Allegations from late applicants stating that their application form has been lost in the post or lost by us will not be considered without proof of receipt by us from you. Remember, it is your responsibility to ensure that the application is received at County Hall.

"Recorded Signed for TM" and **"Special Delivery"** provide proof of signature on delivery.

Late applications

Applications received after the deadline of 31 October 2011 will be deemed as late but may be considered after the allocation period has ended. As far as possible, late applications received before 1 March 2012 will be offered a school place on 1 March 2012. If we receive your application form late your chances of being offered a place at one of your preferred schools will be greatly reduced. Most parents who were refused a place last year were as a result of applying late. **We do not keep places back for any late applicants.**

If you believe that there are exceptional circumstances which prevented submission of your application form by the stated deadline, for example:

- if you are a single parent and have been ill for some time or you have been dealing with the death of a relative;
- you have just moved into the area;
- you are returning to this area from abroad;

then you must provide us with clear evidence so that we can consider why you were unable to submit an application form by the stated deadline of 31 October 2011. We will consider each case on an individual basis and our decision will be final. You need to be aware that if we agree to consider a late application for exceptional reasons this does not mean that we can offer your child a place. It simply means that your application will be considered in accordance with the admission criteria along with all others which were received on time.

Changes or preferences received after 31 October 2011 must be submitted in writing and will be considered as late applications.

Co-ordinated admissions

The LA will determine the offer of a school place for every child living in County Durham starting secondary education in September 2012.

- We will identify the offer of a place for Community and Voluntary Controlled schools, as the Admissions Authority for these schools. We will also identify the offer of a place on behalf of Foundation schools and Academies, if a local agreement exists for the LA to undertake this function on their behalf. If more children want a place than there are places available, we will offer places according to the admissions policy and oversubscription criteria to decide who we can offer a place to.
- If you have included a Voluntary Aided (Church) school on your application we will forward your details to that school so that your application can be considered, where relevant, in line with their own published admission policy and oversubscription criteria (see Section 2 for Voluntary Aided (Church) schools). They will then inform us of the potential offer of a place. This process will also apply in the case of Foundation schools or Academies, unless a local agreement exists for the LA to undertake this function on their behalf. Please note that Foundation schools and Academies have the same admission policy and oversubscription criteria as those for Community and Voluntary Controlled Secondary Schools.
- We will co-ordinate all the offers to ensure that every child in Durham gets one offer of a school place. We will do this by applying the ranking information in the following way:
 - Where your child is eligible for a place at only one of the preferred schools/ Academies, a place at that school/ Academy will be offered to your child.
 - Where your child is eligible for a place at two or more of the preferred schools/ Academies, your child will be offered a place at whichever school/Academy you ranked the highest.

Applications for other LA schools

We will liaise with other Local Authorities if applications are received for a place in another LA's school/Academy.

Equal preference

An 'equal preference' system is in place which means that all first, second and third preferences for a particular school/Academy will be looked at together (equal preference) and the oversubscription criteria for each school/Academy will be applied. All admission authorities use an equal preference system.

Please note you should make sure you understand the effect of each admission policy before making your preference on the application form.

Where none of your preferences can be met, your child will be offered a place at the nearest suitable school with a place available. The definition of a 'Suitable School' for admissions purposes is a maintained school that offers an efficient full-time education suited to the age, ability, aptitude and any special educational needs of the pupil, in the view of the LA.



Special Educational Needs

Applying for a school place if your child has a Statement of Special Educational Needs

Pupils who have a Statement of Special Educational Needs follow a separate transfer process, this is not the same as other children's admission arrangements. Parents of children with special educational needs will be expected to express preferences for a school place. We have a duty to consult the named school and to ensure that it can meet the child's special educational needs and agree the placement. The consultation should take place in good time to ensure the school place is secured for September 2012.

We have always placed a high priority on meeting children's special educational needs and have invested highly in this area. Nearly all children and young people with special educational needs in County Durham can be successfully included in mainstream education but there may be times in their school life that some children will need additional help with their learning. This can normally be provided within their own school, in consultation with parents and with the involvement of external specialists as appropriate.

In the case of a much smaller number of children with severe, complex and lasting special educational needs, we may decide to conduct a Statutory Assessment of individual needs. During the assessment, we will seek parents' views and obtain advice from the child's teacher and other specialists where necessary. When the assessment is complete, we may decide to issue a Statement of Special Educational Needs, or a Note in Lieu of a Statement. Parents who want further information regarding their child's difficulties should contact their child's head teacher in the first instance.

The Parent Partnership Service

The Parent Partnership Service is an independent confidential service offering information, advice and support to parents and carers of children with special educational needs and disabilities.

The Parent Partnership Service can be contacted on **0191 587 3541**



How places are offered

In most cases children will get a place at the preferred school/Academy but there are circumstances where this may not be possible. All schools/Academies have admission limits, ie there is a maximum number of children that a school/Academy can take. This number is agreed each year and the admission limits for all County Durham LA schools for 2012/2013 and the number of applications it received for the previous academic year are detailed at the back of this guide. Where a school was over subscribed and it was necessary to apply the over-subscription criteria, the criterion under which the last pupil was admitted is highlighted (where appropriate) in order to assist you.

If more children want a place than there are places available, there is a fair and consistent way of deciding how to offer the places available.

1. The LA sets the admission policy and criteria for Community and Voluntary Controlled schools in County Durham. **The admission criteria for Community and Voluntary Controlled schools are explained on page 7.**
2. The Governing Body of each school sets the admission policy and criteria for Voluntary Aided (Church) schools, Foundation schools and Academies. If a Voluntary Aided (Church) school has more children than places available the Governing Body, as the Admission Authority, will apply its own admission criteria to determine who can be offered a place and will inform the LA of the potential offer of a place. **You can find the admission policy and criteria for each of the Voluntary Aided (Church) schools in Section 2 of this booklet.**

The admission policy and criteria for Foundation schools and Academies in County Durham are the same as for Community and Voluntary Controlled secondary schools (see page 7). The process as described for Voluntary Aided (Church) schools will apply, unless a local agreement exists for the LA to undertake this function on their behalf.

All places will be offered by the LA.

Voluntary Aided schools

As with County Durham Community and Voluntary Controlled schools, all Voluntary Aided schools in Durham operate an equal preference system. This means that it will not be relevant to the Governors of the school how parents ranked their school on the application form, as they will apply their admission criteria equally to all applications received on time, irrespective of whether it was a first, second or third preference on the application. This does not mean that you stand a better chance of getting a place at a particular school simply by naming it as a preference nor does it mean that all three of your preferred schools on your application will stand an equal chance of success. All Voluntary Aided schools have different admission criteria that must be applied to each applicant to determine the priority for admission and to decide if they can offer your child a place at their school.

If a Voluntary Aided school receives more applications than the number of places available, then the Governors of the school may ask you, after the closing date for applications, to provide further documentation to consider your application in accordance with their admission criteria. This could occur for any Voluntary Aided school you have applied for and if you have ranked more than one Voluntary Aided school as a preference then you may receive more than one request for information. You must submit all the evidence requested by the school, by the timescale they indicate. If you do not you may run the risk of your application being placed in a much lower priority for admission than it may actually be. If you cannot provide the information requested you must contact the school immediately to explain why and they will advise you accordingly. You should not assume that a request for further information in itself means that you will be offered or refused a place for the school in question as you will have to wait until 1 March 2012 to find out what school place you have been offered.

It is important that you read and understand all of the admission policies and criteria for the

How places are offered

schools that you are interested in so that you are clear about which school(s) your child is most likely to be offered a place at.

Oversubscription criteria for *Community and Voluntary Controlled secondary schools, Foundation schools and Academies

When there are more requests for places than those available, the following criteria will be used to allocate places strictly in order of priority:

- 1. Children in Public Care**
- 2. Medical Reasons**
Pupils with very exceptional medical factors directly related to school placement.
- 3. Family Links**
Pupils who have a brother or sister already attending the school who is expected to be on roll at the school at the time of admission.
- 4. Applicants to their nearest school**
Those children who have applied for a place at the nearest school to their home address measured by the shortest walking route.
- 5. All other applicants**

Tie-breaker

Where the school is oversubscribed within any of the above categories the following tie breakers will be applied:

- For those children who have applied for a place at the nearest school to their home address (category 4), priority will be given to those who would otherwise have to travel the furthest distance to the next nearest school.
- For other children (category 5), priority will be given to those children who live nearest to the school applied for.

In the unlikely event of the school being oversubscribed within categories 1, 2 or 3 tie breaker (b) will apply.

Footnote: 'School' means any community and voluntary controlled or foundation school or a DfE maintained Academy in County Durham. Distance will be measured by the shortest walking route. Those parents who live in County Durham and have children in year 6 in primary schools maintained by Durham County Council will be told which school is nearest to their home address according to the official measuring system. The same information will be provided for any other applicant upon request.

Section 3 contains a map which gives an indication of the nearest Community Secondary school or Academy boundary, measured by the shortest walking route. This map is intended to be used as a guide. If you have any queries regarding the nearest school to the home address please telephone the Admissions, Appeals and Transport Entitlement Team on (0191) 3834490/4574 for assistance.

* **Consett Academy**

During the 2012/2013 academic year the Consett Academy will operate Year 7 on one site, either the former Consett Community Sports College site or the former Moorside Community Technology College site (to be confirmed).

* **Spennymoor School**

On 1 September 2012, Spennymoor Comprehensive School and Tudhoe Grange School will amalgamate into one school on the existing site of Spennymoor Comprehensive School. The Year 7 pupils in September 2012 will be located at the Spennymoor Comprehensive School site.

* **North Durham Academy**

North Durham Academy is located on two sites:

- *East Campus (the site of the former Stanley School of Technology) for Year 10, 11 and Post 16 Students.*
- *West Campus (the site of the former Greencroft Business and Enterprise Community School) for Year 7, 8 and 9 students*

Please note that when the new building on the Kings Head Site opens in 2013 students will transfer to the new building in September 2013.

How places are offered

Measuring of routes

We use a Geographic Information System (GIS) to measure the shortest walking route. The shortest walking routes are measured from the nearest entrance to a house (eg front gate) or flats (eg front door of the main building) to the nearest school entrance.

Please note:

We will consider individual applications involving medical needs. This kind of application must be supported in writing by relevant professional agencies, ie a doctor and it is the parents' responsibility to provide the relevant documentation. This supporting evidence should be wholly persuasive and set out the particular reasons why the school is most suitable and the difficulties that would be caused if the child had to attend another school. Supporting evidence will be considered by us and may require liaison with relevant health care professionals. The provision of any information/evidence does not necessarily in itself guarantee the offer of a place at your desired school. The LA will make the final decision on the application.

Looked After Children/Children in Public Care

A "Looked After Child" is a child who is in care of a LA, and as deemed under Section 22 of the Children Act 1989. Children in Public Care "Looked After Children" have top priority in the over-subscription criteria. This means that when places become available during the school year they can be offered to these children over others on the waiting list. This is to ensure that they are quickly placed in an appropriate school.

Additional information

Personal details

The parental address is used in applying the admission criteria. When you complete the application you should give the current parental address at the time of application. Please include the postcode so that we can assess your application correctly.

Please note:

- you should not give the address of child minders or other members of your family who may share in the care of your child;
- if you own more than one property, you should only state the property where you and the child actually live, or spend the most time at during the school year. If parents are separated and the child lives for periods of time with each parent, the parental address used will be the property where the child is mainly resident during the school year;
- we will not consider temporary addresses as being the parental address. This means that if, for example, you live temporarily with other family members or move to temporary accommodation for any reason, the parental address remains that at which you were living before the temporary move took place.

In addition, if your permanent address changes, you should notify the Admissions, Appeals and Transport Entitlement Team immediately as this may affect the offer of a place made to your child.

You should also notify us in writing of any change in your circumstances which would affect the offer of a place, including a change in your school preference, or if you intend to move out of County Durham, or if you intend to place your child at an Independent school. If you do intend to apply for a place for your child at an Independent school you should apply directly to the Independent school concerned, although we would appreciate you still submitting an application to us in order to let us know.

How places are offered

We reserve the right to seek proof of address and withdraw any offer of a place made on the basis of any fraudulent or intentionally misleading information you provide, and will do so if that has resulted in another child being denied a place at a school.

If your permanent address changes from the time you submit your application you must write to us immediately to let us know. Please write to the Admissions, Appeals and Transport Entitlement Team, Children and Young People's Services, County Hall, Durham DH1 5UJ. We will use the new address to determine the offer of a place.

The information you provide will help us to apply the admission criteria for Community and Voluntary Controlled schools and Foundation schools and assist the Governing Bodies of Voluntary Aided (Church) Schools and Academies to consider your application against their own admission criteria, where appropriate.

The Authority is under a duty to protect the public funds it administers, and to this end may use the information you provide on your application form for the prevention and detection of fraud. We may also share this information with other bodies responsible for auditing or administering public funds for these purposes.

Siblings

We consider the sibling link to apply to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner, and in every case, the child must be living in the same family unit at the same address. If you have twins, triplets, etc., we will try, wherever possible, to offer all children a place at the same school.

Parents/family members

A parent is any person who has parental responsibility or care of the child. Where admission arrangements to Voluntary Aided (Church) schools refer to 'parents' attendance at 'church' it is sufficient for just one parent to attend and 'family members' include only parents and siblings.

Reserving places

We cannot reserve places in our schools in the expectation of further applications from families moving into the area.



What to do if you do not get a place for your child at one of your preferred schools

Although parents have a right to express a preference for the schools they wish their children to attend, sometimes there are not enough places to accommodate every child.

Parents will receive from us no more than one offer of a school place. If your child cannot be offered a place at one of your preferred schools, we will offer your child a place at the nearest school to your home address that has places available.

If you have not been offered a place for your child at your preferred school you can:

- add your child's name to the school(s) waiting list and if places do become available they will be offered to children strictly in the order of priority set out in the appropriate admission criteria of the school without reference to the preference ranking given on the application form; and
- appeal for a place at the school you want.

School waiting lists

To add your child's name to the waiting list for a place at a Community or Voluntary Controlled School contact the Admissions, Appeals and Transport Entitlement Team. Tel: (0191) 383 4490/383 4574. Please note we can not take into account the length of time on the waiting list. Waiting lists will be maintained by us throughout the school year, for every year group at all oversubscribed Community and Voluntary Controlled schools. Parents can contact us to find out their child's position on the waiting list, however, this must be treated with some caution as individual positions may change on a regular basis due to additions or deletions of children on the list. Vacancies can often arise at short notice and those on the waiting list should be prepared to take up a place as soon as it is offered.

If you move house whilst your child's name is on the waiting list you must let us know in writing immediately. We can then place your child in the correct position on the waiting list and will contact you if a place becomes available to

which your child is entitled. Proof of address will be required.

To add your child's name to the waiting list for a place at a Voluntary Aided (Church) school please contact the relevant school.

If a local agreement exists, the LA will maintain the waiting lists for Foundation schools and Academies, otherwise you will need to contact the relevant school/Academy. Please contact us if you have any queries about this on (0191) 383 4490/383 4574.

All offers of a school place from any waiting list will be made by the LA.

Appealing against admission decisions

If your child has been refused a place at any school for which you have expressed a preference, you have the right to appeal against this decision.

To appeal for a place at the school you want your child to attend complete the relevant form which is sent with the 'offer of place' letter and return it to the Admissions, Appeals and Transport Entitlement Team, Children and Young People's Services, County Hall, Durham DH1 5UJ. We will then send you full details of the Appeals procedure. Please note that your appeal will be heard by an Independent Appeals Panel and the decision made is binding on all parties.



What to do if you do not get a place for your child at one of your preferred schools

Appeals for Community and Voluntary Controlled schools and sixth forms

Please note that the LA is required to arrange to conduct all admission appeal hearings for September 2012 by 6 July 2012 (only for those relating to decisions sent on the national offer day). Appeals for late applications should be included with those being heard for the same admissions round, however, if this is not feasible, appeals for late applications must be heard within 30 school days of the appeals being lodged. The LA requests that all parents wishing to have an appeal, return their completed appeals forms within 28 days of receipt of the 'offer of place' letter.

For school Sixth Form admissions, appeals must be heard within 40 school days of the appeal being lodged.

Before deciding whether to appeal, you will probably want to think about the admission policy for admitting pupils, your reasons for wanting your child to attend the school and how strong a case you have. You may also want to consider visiting the school where you have been offered a place or alternative schools that still have places available. The Admissions, Appeals and Transport Entitlement Team will also be able to advise further on the availability of places at other schools contact: (0191) 383 4490/383 4574.

If you decide to appeal, your appeal will be heard by a panel which is independent of the school and the LA and the decision made will be binding on all parties.

You can appeal for more than one school in order of priority. You may want to attend an appeal for more than one school. The outcome of one does not prevent you from attending the other.

You will be informed of the date and place of the hearing in writing at least 10 school days in advance of the hearing unless you have waived this right. Seven working days before the hearing, you will be sent copies of the Statement of Case

that will be put before the Appeal Panel in support of the LA's decision not to offer your child a place.

You are recommended to attend the appeal hearing, where you will be given the opportunity to put your case forward and to ask questions. You can take a friend or adviser if you wish. This person can be a Choice Adviser (see section on Choice Advice Service), a local elected politician* or an employee of the Local Education Authority such as an educational social worker, SEN adviser or learning mentor, provided that this will not lead to conflict of interest. If it is impossible for you to attend, the case made by you in writing will be considered in your absence. In making your case, you will probably want to refer back to your original reasons for choosing the school.

* In the case of a locally elected politician this must not be an Elected Member of Durham County Council who has a direct role in relation to school admissions in the LA area.

If you want the panel to take any additional information into account, you should, if possible, submit any supporting documents with your appeal form or provide these to the clerk in good time for the members of the panel and LA to be able to consider them properly.

There will be a representative from the LA at the hearing to explain to the panel why it was not possible to offer your child a place. At the end of the hearing, the clerk should be able to give you an idea of how soon you can expect to receive the panel's written decision but, in any event, this will be within 7 days of the appeal. This decision is binding on all parties.

You can appeal once for admission of your child to a particular school for any given academic year. The LA will only determine a second appeal for any given academic year where it accepts there has been a significant and material change in your circumstances relevant to the question of admission.

Please note that if your appeal is successful and it is not your nearest suitable school, you will be responsible for transporting your child to school.

Other admission information

In-Year Fair Access

The LA has in place an In-Year Fair Access Protocol to ensure that access to education is secured quickly for children who have no school place. Admission of children under the In-year Fair Access Protocol will take precedence over children on a waiting list who are attending another school.

Pupils covered by this protocol are any who are hard to place in a school and the protocol balances the circumstances of the pupil and the circumstances of the school. All schools in an area admit their fair share of children with challenging behaviour. For more information please contact Pupil Casework on 0191 383 3284.

Transfer of children between secondary schools

Once a child has begun attending a particular secondary school, it is usually in their best interests to remain at that school. However, families sometimes move house making it impractical for the child to continue to attend the same school.

A child could only transfer to another secondary school if places were available. Please contact Pupil Casework on 0191 383 3284 for further information regarding available places and help with the process. You will need to complete an application form if you wish to secure a place in an alternative school. Should you request a place at a school that has no places available, then we will inform you about the appeals process and you can also place your child's name on the school's waiting list. It is unwise to withdraw a child from one school before admission to another has been agreed. It is expected therefore that your child will continue to attend their current school during the application process.

In-Year admissions

Applications received after 1 September 2012, and for places in year groups other than the normal year of entry to secondary school, will be treated as in-year admissions.

The LA will manage the in-year admissions for Community and Voluntary Controlled schools in County Durham and for Foundation schools and Academies if a local agreement exists for the LA to undertake this function on their behalf. For Voluntary Aided schools and/or Foundation schools and/or Academies (if appropriate) the Governing Body of the school will inform the LA of a place. We apply the same admission policy for in-year admissions as for the normal admission round. Admission to schools is dependent upon the availability of places in the appropriate year group at the time of application. The LA and schools that are their own admission authorities cannot hold back places for parents who decide in the future to move to any part of County Durham. You will need to complete an application form. Please contact Pupil Casework on 0191 3833284.

Applying for a place in another Local Authority area

If you live in County Durham but are applying for a place for your child in another Local Authority area you must make an application to us. We will co-ordinate the admission with the relevant Local Authority and make any offer of a place.

School Choice Advice Service in County Durham

The transition from primary to secondary school can be one of the most difficult times for families and children. Some people may find the admissions system difficult to understand, or may experience difficulties accessing the school admissions process. Therefore, parents/carers who require additional support and would like to discuss any aspect of applying for a school place can speak to a Choice Adviser.

Other admission information

The Choice Adviser can offer:

- discussions with individual parents, either on the phone or by making an appointment;
- advice on the information that is available to help parents make realistic choices;
- meetings in schools for groups/individual parents;
- drop-in sessions within the community, including attendance at parent's evenings held in schools.

A Choice Adviser can offer advice but cannot make decisions for you. They act independently from both the LA and the schools so the advice provided is impartial and in the best interests of the child.

The Choice Adviser will advise on:

- how the co-ordinated admissions system works in County Durham and neighbouring areas;
- admission policies of local schools;
- the OfSTED information for local schools;
- over-subscription data from previous years, including the number of applications received and the number of children admitted to local schools and the preparation of appeals and how many were successful;
- details of the curriculum offered, including their specialism, if appropriate
- times of the school day and term dates plus any knowledge of proposals to change the pattern of education provision;
- travel details, including help with the cost of travel to and from school and home to school distances;
- details of uniform policy and advice about how families can obtain help with the cost;
- the range of relevant professionals, specialists and organisations available and how to contact them;
- admission appeals, with additional support available, resources permitting, to those who have accessed the Service at the application stage;
- Making an on-line application.

Contact: School Choice Advice, Children and Young People's Services, County Hall, Durham DH1 5UJ

Tel: (0191) 383 5665

E-mail: choiceadviser@durham.gov.uk

Useful websites:

Parents/carers may find the following websites useful, they all provide detailed information.

www.direct.gov.uk (Education and Learning) - this is a national website giving detailed information which parents/carers may need when deciding which school(s) to apply for.

www.schoolsfinder.direct.gov.uk - this website provides a facility for searching for schools. OfSTED information and access to school profiles can also be obtained.

www.ace-ed.org.uk - Ace is a national charity that provides advice and information to parents and carers on a wide range of school based issues including exclusion, admissions, special educational needs, bullying and attendance

Keeping children back a year

This is only considered in the most exceptional of circumstances and the final decision rests with the relevant admission authority/ies. You cannot apply for a different year of entry to which your child should normally be admitted without independent evidence from a relevant registered professional i.e. a Doctor or Educational Psychologist giving clear reasons why your child will not be able to cope with the demands of the education process for the whole of the coming academic year.

The offer of a place in one academic year cannot be held back so that the child can be admitted into the same school in a subsequent academic year.

Other admission information

Sixth Forms - Community and Voluntary Controlled Secondary Schools, Foundation Schools and Academies

Some County Durham schools offer sixth form of study for students. The majority of the sixth form students transfer from Year 11, but places are available for external students.

The entry requirements for sixth forms are largely dependent on the course of study that a student wishes to access. They are the same for internal and external students. Details of specific entry requirements and courses available may be obtained from the school. The availability of courses is dependent upon the number of applicants and the financial sustainability of the course and the Governing Body of the school determines this.

Entry requirements and over-subscription criteria:

Priority will be given to:

1. students who have attended the school in the previous academic year (during Year 11) and who satisfy the school's entry requirements* for the course available; and then
2. all other students of the relevant age who satisfy the school's entry requirements* for the course available.

Where the school is over-subscribed within either of the above categories the following will be applied, strictly in order of priority:

- (a) Children in public care (Looked After).
- (b) Students who will have a brother or sister at the secondary school during the coming academic year.
- (c) All other students.
- (d) Distance from home to school measured by the shortest walking route, with those living nearest the school receiving priority.

Applicants refused admission to a sixth form are entitled to an appeal to an independent appeals panel.

*The entry requirements are:

- To study 4 or more AS optional subjects in Year 12 the student must have achieved 5 or more GCSEs (or equivalent) at Grade C or above (including Maths and/or English as appropriate) and achieve the individual specific subject or course academic entry requirements.
- To study fewer than 4 AS subjects and/or Level 3 vocational courses the student must have achieved 5 or more GCSEs (or equivalent) at Grade C or above and achieve the individual specific subject or course academic entry requirement.
- To study a Level 2 vocational course the student must have achieved at least 4 GCSEs (or equivalent) at Grade D or above and meet the individual specific subject or course academic entry requirement.

Sixth Forms - Voluntary Aided Schools

The governing body of the school is responsible for determining the school's admission policy. The admissions policies for Voluntary Aided Schools Sixth Forms can be found in Section 2 of this booklet.



Other admission information

Durham Studio School

The Durham Studio School is located within Durham Community Business College and the age range is 14-19. The Studio opens in September 2011 for Key Stage 4 students (school years 10 and 11) and in September 2012 for post 16, Key Stage 5, students (school years 12 and 13). For the academic year 2012/13 Durham Community Business College will have an Admission Number of 95 for years 7-11, which will incorporate some of the Studio School students; the Admission Number for the Studio School's post 16 students will be 75.

In relation to Key Stage 4: Students who are not already on the roll of Durham Community Business College will need to apply for a place. The application will be dealt with as an in-year admission and you should contact Pupil Casework on 0191 3833284 for more information. Where there are more requests for places at the Studio School than those available, the same oversubscription criteria as for Community and Voluntary Controlled Schools will apply.

In relation to Key Stage 5: Students will need to contact Durham Community Business College directly in order to apply for a place. Where there are more requests for places at the Studio School than those available, the same oversubscription criteria as for Community and Voluntary Controlled Schools will apply.



Home to school travel

Home to School Transport Policy

It is important to note that all applications for free transport will be assessed by the County Council and parents and students should not assume it will be made available until notification has been received in writing from the County Council.

To qualify for free travel pupils and students of compulsory school age are required to attend the nearest suitable school. Free travel will only be made available in exceptional circumstances to other than the nearest suitable school. You are advised to take this into consideration when applying for a school place. "Suitable school" throughout this policy is defined and in accordance with the paragraphs on page 19.

The County Council will provide free travel for pupils of compulsory school age, who live beyond a reasonable walking distance from the nearest suitable school, provided that they attend that school. For pupils aged under 8 years the maximum walking distance has been determined by legislation to be two miles and for pupils aged 8 to 16 years as three miles.

The County Council does not have a similar duty to provide free travel for post compulsory school age students.

In assessing the home to school distance, the County Council measures by the shortest walking route. Routes are measured from the nearest entrance to a house (e.g. front gate) or flats (e.g. front door of the main building) to the nearest school entrance. Where a school operates on two sites, the site the pupil will attend for the majority of the academic year for which transport is applied will be the one used for the purpose of measurement of home to school distance. The County Council may have a duty to provide free travel where the home to school distance is less than the maximum walking distance and where the home to school walking route has been assessed as unsafe. The courts have held that a route is available if a child, accompanied as necessary, can walk along

it with reasonable safety. The County Council has an agreed policy on the criteria to be used when assessing whether a route is unsafe and will apply this policy in all circumstances.

The County Council is required to provide reasonably safe home to school travel. Occasionally some pupils exhibit poor behaviour on school buses and public service operations. This behaviour may put that pupil and other pupils travelling on the same vehicle at risk. Where this happens the County Council endeavours to take all reasonable measures to overcome this problem. Occasionally, however, it may be necessary to restrict home to school transport arrangements for pupils where this difficulty cannot easily be resolved and the behaviour of that pupil puts themselves and/or others at risk of harm.

The County Council endeavours to ensure reasonable pupil behaviour on vehicles used for home to school travel. Where pupils cause wilful damage to those vehicles, however, the County Council reserves the right to restrict home to school travel provision and, where appropriate, hold parents responsible for any damage their children cause to vehicles and other property.

The County Council provides free travel on the basis of information made available by parents and students. The County Council reserves the right to request reasonable written evidence to verify information supplied to it before an award of free travel is made.

Should any information made available to the County Council be deemed to be inaccurate the County Council reserves the right to remove the provision of free travel and to seek reasonable compensation for the cost of any travel that has been provided.

Parents have a right to express a preference for the school they wish their child to attend and the relevant admission authority is required to offer a place in accordance with that preference if a place is available. Local authorities are not

Home to school travel

required to provide free travel if the parent makes a choice to send their child to a school that is not the nearest suitable school.

Free travel may be made available by the County Council outside the scope of the general policy in individual and exceptional circumstances. If you feel that there are exceptional and individual reasons why you or your child should be provided with free travel, you should write to the Team Manager, Admissions, Appeals and Transport Entitlement Team, Children and Young People's Services, County Hall, Durham, DH1 5UJ and explain what these circumstances are and provide as much written evidence to support your request as is possible.

In determining whether a child should receive free or supported school travel, and how this is provided, the County Council will consider the issues of cost and value for money for the County Council in coming to any decision. Such consideration can not, of course, remove any legal duty on the Council.

Free Travel for Pupils Attending Secondary Schools Aged 11 to 16 Years

Free travel is generally made available to enable pupils to attend the nearest suitable school where the home to school distance is over three miles.

For children transferring to secondary school who are eligible for free school meals, or whose parents receive their maximum level of Working Tax Credit, free transport will be provided to:

- One of their three nearest qualifying secondary schools, if that school is more than two but less than six miles from the child's home; or
- The nearest secondary school preferred because of your *religion or belief for pupils whose parent(s) adhere to that particular faith, where that school is more than two but less than 15 miles from the child's home.

*For this purpose, parental adherence to the Roman Catholic faith has been defined as where at least one parent and the pupil are baptised Roman Catholic; and to the Anglican faith where at least one parent is a confirmed Anglican and the pupil is a baptised Anglican.

The six mile upper limit to a choice of schools and the 15 mile upper limit to a school preferred on the grounds of religion or belief are not walking routes therefore these routes will be measured along road routes.

In addition, free travel may be made available to allow Year 10 and 11 pupils to remain at the same school to complete their GCSE studies following a house move by their parents.

Free Travel for Pupils and Students Attending Special Schools and Others Subject to a Statement of Special Educational Needs

Free travel is generally made available to enable pupils who are subject to a Statement of Special Educational Needs to attend the nearest suitable primary or secondary school and where the home to school distance is over two miles for pupils aged under 8 (but Durham County Council will provide this up until the start of the academic year after their 8th birthday), or more than three miles for pupils aged 8 to 16 years.

Where the Local Authority has identified in a Statement of Special Educational Needs the need for a pupil to attend a Special School, free travel will be made available to the nearest suitable Special School, identified by the Authority, where that school is more than two miles from the parental home for pupils up to the start of the academic year after their 8th birthday, or more than three miles for pupils aged 8 and over.

Home to school travel

Travel Assistance for Students Attending Post Compulsory Education Aged Over 16 Years

Travel assistance is not made available for part-time students (i.e. those studying less than 15 guided learning hours per week over a 30 week period) and students who commence a programme of learning after their nineteenth birthday. Students attending independent fee paying establishments are not entitled to travel assistance.

Post 16 students have the option to apply for a concessionary seat on a school vehicle operating into a school with sixth form provision (see paragraph (a) page 19).

Post 16 students who, in the view of the Local Authority, are unable to travel independently, e.g. are unable to access a viable public transport system or by reason of a medical condition, will receive assistance with transport.

Free Travel in Other Circumstances

Free travel may be made available for pupils of statutory school age who attend the nearest suitable school when they live under the maximum walking distance from that school in the following circumstances:

(a) ***Based on an Assessment of whether the Walking Route is Safe***

Free travel may be made available for pupils if the walking route from home to the nearest suitable school is assessed by the County Council to be unsafe. If a walking route is assessed as unsafe it is not deemed to be available for use by pupils. Such walking routes are, therefore, not taken into account in assessing the home to school travel distance. You should note that the Courts have held that a route is available if a child, accompanied as necessary, can walk it with reasonable safety to school. The County Council has an agreed policy on the criteria to be used when assessing whether a route is

unsafe and will apply this policy in all circumstances.

(b) ***Exceptional and Individual Circumstances***

Free travel may be made available outside the scope of the normal home to school/college travel policy in exceptional and individual circumstances. If you feel that there are exceptional and individual reasons why you or your child should be provided with free travel you should write to the Team Manager, Admissions, Appeals and Transport Entitlement Team, Children and Young People's Services, County Hall, Durham, DH1 5UJ and explain what these circumstances are and provide as much written evidence to support your request as is possible. The Team Manager's decision will be confirmed in writing.

Types of Free Travel

Free travel may be made available through a seat on a school contract vehicle (bus or taxi) or by the provision of a bus pass for use on a public service bus, at the discretion of the County Council. Escorts on vehicles are only provided for those pupils who have a Statement of Special Educational Needs and only where the Statement identifies the need for escort provision.

Other arrangements, including the payment of daily fares, may be made at the discretion of the County Council.

The type of free travel provided may, at the discretion of the County Council, change from time-to-time during the period of schooling of any child.



Home to school travel

Assistance with Home to School Travel Costs

Where free travel is not normally made available by the County Council assistance with home to school/college travel may be available in the following circumstances:

(a) **Concessionary Travel**

Where places surplus to the requirements of the County Council are available on school busses they may be made available for use by any pupil or student. This type of support with travel is referred to as "concessionary" travel within County Durham. The County Council is not under any obligation to make concessionary travel places available and may charge for such places. Since September 2011 the charge for concessionary travel has been £1.50 per day, payable termly in advance. **However, the charge is subject to review and may be increased from September 2012.** For further information on concessionary travel please contact Passenger Transport, telephone 0191 3725386 or email passengertransport@durham.gov.uk

(b) **Students attending Specialist Residential Colleges**

Transport will be provided at the beginning and end of each term in the academic year, i.e. a total of 12 single journeys will be funded.

(c) **Other Situations**

The County Council will not normally provide assistance with travelling expenses in other situations. However, for those who are not entitled to free transport or assistance under this policy, further public transport options may be available to help a pupil or student attend school or college. For further information please contact Passenger Transport, email passengertransport@durham.gov.uk, or telephone 0191 372 5386.

Review of Decision

Where the County Council refuses free home to school transport, parents can appeal against the decision in writing to the Team Manager, Admissions, Appeals and Transport Entitlement Team, Children and Young People's Services, County Hall, Durham, DH1 5UJ, including any supporting evidence to be considered.

Where the transport appeal has been refused parents/carers can have the decision reviewed by a second Senior Officer. You should write to the Admissions, Appeals and Transport Entitlement Manager, Children and Young People's Services, County Hall, Durham, DH1 5UJ, outlining your concerns and requesting a review of the decision. The outcome of this review is final.

The Definition of Suitable School

A suitable school is the maintained school which, in the view of the County Council, offers an efficient full-time education suited to the age, ability, aptitude and any special educational needs of the pupil and at which there is a place available for the pupil. For pupils whose nearest suitable school is in a neighbouring authority, the County Council will, if the parent would prefer a school place in County Durham for their child, also provide free transport to the nearest suitable school within County Durham, providing that other eligibility criteria (eg distance) are met.

If the nearest suitable school is a Voluntary Aided maintained school, transport will be provided over the distance limit to this and to the nearest suitable non Voluntary Aided maintained school.

If you require further information on home to school transport, you should contact:

Admissions, Appeals and Transport Entitlement Team
Children and Young People's Services
County Hall
Durham
DH1 5UJ
Telephone: (0191) 383 5500

Home to school travel

General transport information

You can find out more information about local transport in your area on the County Council website www.durham.gov.uk. These pages will give you information about bus and rail timetables. You can get local bus timetables and information on school transport from Passenger Transport:

**Passenger Transport
Regeneration and Economic Development
County Hall
Durham
DH1 5UQ
Telephone: 0191 383 5500**

Sustainable Modes of Travel Strategy

We publish on an annual basis, a Sustainable Modes of Travel Strategy. This Strategy acts as a framework pulling together all relevant strategies and policies into one document. You can find out more from the County Council website www.durham.gov.uk

School travel planning and school travel plans

A School Travel Plan sets out a tailored package of measures which aim to both reduce the number of single occupancy car trips made on the school journey and to encourage more pupils and parents to walk, cycle, car share or use public transport on the journey to and from school. Measures may include the development of a 'Walking Bus' scheme, a 'Park and Stride' initiative or a 'Five Minute Walking Zone'. Occasionally the physical environment in and around a school may need improving to encourage sustainable travel. The aim is to make the journey to and from school safer, whilst promoting healthy and sustainable travel and reduce car dependency.

The LA gathers information as to the current methods of travel to school. In January 2011 schools took part in an Annual Schools Census. We were able to collect information for 99.8% of secondary school children. We know that 39.7% walk to school, 41% use a bus, 14.6% travel by car, 0.7% cycle and 3.6% use a taxi.

Schools are also encouraged to participate in either or both of the Walk to School campaigns:

- National Walk to School Week is in May.
- International Walk to School Week is in October.



Other useful information

Clothing

All pupils are expected to attend school appropriately dressed. To assist parents, some schools have adopted guidelines on clothing and information regarding uniform policies can be found in a school's prospectus available from the school concerned. Schools must not act as sole suppliers of school uniform. The LA does not make any grants towards the provision of school uniforms. However, the LA processes applications from parents for assistance from the School Benevolent Fund. This is a registered charity and as long as parents are in receipt of benefits that entitle their children to a free school meal they can receive a grant towards the cost of a pair of shoes or a winter coat. To find out more please telephone (0191) 383 6610. Parents who are in real difficulties over the purchase of clothing for pupils may find that other agencies could help in certain circumstances eg the Department of Work and Pensions.

School meals

All menus must meet the strict Government food and nutritional standards for food in schools.

Children whose parents receive the following support payments are entitled to receive free school meals:

- Income Support (IS).
- Income Based Jobseekers Allowance (IBJSA).
- An income-related employment and support allowance.
- Support under part VI of the Immigration and Asylum Act 1999.
- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income (as assessed by Her Majesty's Revenue and Customs) that does not exceed £16,190.
- The Guarantee element of State Pension Credit.

Children who receive a qualifying benefit in their own right are also entitled to receive free school meals.

Charging for school activities

Schools must not charge for a school visit that is during school hours or is outside school hours but is being undertaken as part of the National Curriculum, or as part of a syllabus for a prescribed public examination. In these cases a charge may be made for board and lodging on residential visits but the charge must not exceed the actual cost, and children in receipt of free school meals (because their parents are in receipt of certain benefits) are exempt. Schools may ask for voluntary contributions towards the cost of board and lodging.

A small, termly charge is made for instrumental music tuition provided by the Music Support Service. For more information please telephone 01325 372813.

16-19 Bursary Fund/Education Maintenance Allowance (EMA)

If your child is aged 16 to 19 and in full-time education at a school sixth form or college, they may be entitled to some financial support from the 16-19 Bursary Fund and/or an EMA.

For more information please contact the sixth form and/or colleges.

The National Curriculum

All of our schools follow the National Curriculum. The subjects are English, Maths, Science, Design and Technology, Information and Communication Technology, History, Geography, Modern Foreign Languages, Art and Design, Music, Citizenship and Physical Education. Schools also have to provide careers education and guidance (during Year 9), Sex and Relationship Education (SRE) and Religious Education. Parents can choose with withdraw their child from all or part of the religious education curriculum and the non-statutory elements of SRE. Depending on the school, your child may also have lessons in Personal, Social and Health Education (PSHE).

Other useful information

During Year 9 your child will choose which subjects they will study at Key Stage 4. Their studies in many of these subjects will lead to nationally recognised qualifications like GCSEs.

Pupils in Years 10 and 11 are usually between the ages of 14 and 16 years old. At the end of Key Stage 4 most pupils sit national examinations, usually GCSEs. Your child will also be able to choose from a growing range of vocational qualifications.

In Key Stage 4, your child will study a mix of compulsory and optional subjects. The subjects they will have to do are:

- English
- Maths
- Science
- Information and Communication Technology (ICT)
- Physical Education
- Citizenship

In addition, pupils have to take careers education and work-related learning. Schools must also offer religious education, SRE and at least one subject from each of the four 'entitlement' areas. The entitlement areas are:

- Arts subjects
- Design and Technology
- Humanities
- Modern foreign languages



Individual school information

The following lists contain useful information about the schools in County Durham. Every school also publishes its own booklet of information. Parents interested in obtaining copies should apply directly to the head teacher of the schools concerned, or consult County Durham Branch Libraries, which keep reference copies of the booklets for those schools serving their local areas. Schools also hold open days/evenings in order to give parents more information. You should contact the school(s) for details.

Approx. No. of Pupils:	The approximate number of pupils represents the number of pupils attending the school in January 2011 (rounded to the nearest 5).
Admission Limit:	For Community and Voluntary Controlled schools the admission limit is set by the LA, in consultation with the school. It represents the maximum number of children likely to be admitted to Year 7 during the academic year 2012/2013. For Voluntary Aided (Church) schools, Foundation schools and Academies, the Governing Body is the admission authority.

The School's specialism is indicated in brackets next to each school.



Individual school information

North Area

School and Address	Tel. No.	Age Range	Approx. No. of Pupils	Admission Limit 2012/13	No. of Applicants Sept 2011 Preferences			Criterion applied to last entrant
					1st	2nd	3rd	
Site of Consett Academy SEE NOTE 1 The former Consett Community Sports College Site Durham Road, Blackhill, Consett (Sports) 4117	(01207) 503515	11-18	680	180 (11-16)	98	93	29	
The site of former Moorside Community Technology College Durham Road, Consett (Technology) 4110	(01207) 507001	11-18	610	120 (11-16) Sixth form=Not set	100	87	14	
Fyndoune Community College Findon Hill, Sacriston, Durham (Humanities) 4052	(0191) 3710277	11-16	340	90	57	20	13	
North Durham Academy - SEE NOTE 2 (The former Greencroft Business and Enterprise Community School) West Campus Greencroft Road Ends, Annfield Plain, Stanley (Business & Enterprise)	(01207) 234466	11-18	1040	300 (11-18)	146	56	25	
(The former Stanley School of Technology) East Campus Tyne Road, South Stanley, Stanley (Technology) 4000	(01207) 232506	11-18		Sixth form = 10*				
The Hermitage Academy Waldridge Lane, Chester-le-Street (Technology) 4054	(0191) 3887161	11-18	1000	165 Sixth form = 40*	158	128	50	
St. Bede's Catholic School & Sixth Form College, Lanchester Lanchester, Durham (Language) 4694	(01207) 520424	11-18	1440	210 Sixth form =100*	263	51	42	
Park View School (An Academy) (a) Church Chare, Chester-le-Street (b) North Lodge Premises Chester-le-Street (Language) 4047	(0191) 3882248 (0191) 3882416	11-18	1430	232 Sixth form=Not set	227	137	28	
Roseberry Sports and Community College Pelton, Chester-le-Street (Sports) 4042	(0191) 3700300	11-18	465	167 Sixth form =20*	39	19	34	
Tanfield School Specialist College of Science and Engineering Tanfield Lea Road, Stanley (Engineering and Science) 4099	(01207) 232881	11-16	630	138	136	93	17	Distance (lates) 1.78 miles

* Relates to admission limit for external students to Year 12 only. NB This need not be set if the school only receives ad hoc applications

NOTE 1. On 1 January 2012, Consett Community Sports College and Moorside Community Technology College will become Consett Academy. The Academy will operate on the two existing school sites until the new build school on The Belle Vue site is completed. The age range of the Academy will be 11-18 with a total admission limit to Year 7 of 300 and a total capacity of 200 for the 16-18 age range.

NOTE 2. On 1 September 2011, Greencroft Business and Enterprise Community School and Stanley School of Technology amalgamated in to North Durham Academy. The Academy will continue to operate on the two existing school sites until the new build school on Kings Head site is completed. In the academic year 2012/13 year 7 will be located at the West Campus (The site of the former Greencroft Business and Enterprise Community School). The age range of the Academy will be 11-18 with a total admission limit to Year 7 of 300 and a total capacity of 200 for the 16-18 age range.

Individual school information

South West Area

School and Address	Tel. No.	Age Range	Approx. No. of Pupils	Admission Limit 2012/13	No. of Applicants Sept 2011 Preferences			Criterion applied to last entrant
					1st	2nd	3rd	
St. John's RCVA Technology School and Sixth Form Wood house Lane, Bishop Auckland (Technology) 4681	(01388) 603246 (01388) 605492	11-18	1385	209 Sixth form = Not set*	226	106	74	
Bishop Barrington School and Sports with Mathematics College Wood house Lane, Bishop Auckland (Sports) 4162	(01388) 603307	11-16	705	158	131	131	63	
Ferryhill Business and Enterprise College Merrington Road, Ferryhill (Business and Enterprise) 4150	(01740) 651554	11-16	625	152	115	9	15	
King James Academy South Church Road, Bishop Auckland (Arts) 4178	(01388) 603388	11-18	725	161 Sixth form = 50*	100	132	79	
Staindrop School (An Academy) Cleatham Lane, Staindrop (Business and Enterprise) 4171	(01833) 660285 (01833) 660447	11-16	620	128	122	65	19	
Teesdale School (An Academy) Prospect Place, Barnard Castle (Science) 4174	(01833) 638166 (01833) 637507	11-18	735	167 Sixth form = Not set*	96	52	10	
Sunnydale Community College for Maths & Computing Midridge Lane, Shildon (Maths and Computing) 4180	(01388) 772526	11-16	415	130	81	3	25	
Spennymoor School (See Note 3) Spennymoor Comprehensive Whitworth Lane, Spennymoor (Technology) 4154	(01388) 815634	11-18	785	140 Sixth form = Not set*	132	64	24	
Tudhoe Grange School (a) St. Charles Road, Spennymoor (b) Durham Road Premises, Spennymoor (Humanities) 4141	(01388) 815000 (01388) 816050	11-16	470	130	56	90	29	

* Relates to admission limit for external students to Year 12 only. NB This need not be set if the school only receives ad hoc applications

NOTE 3. On 1 September 2012, Spennymoor Comprehensive School and Tudhoe Grange School will amalgamate in to one School on the existing site of Spennymoor Comprehensive School. The age range of the School will be 11-18 with a total admission limit to year 7 of 270.

Individual school information

Central Area

School and Address	Tel. No.	Age Range	Approx. No. of Pupils	Admission Limit 2012/13	No. of Applicants Sept 2011 Preferences			Criterion applied to last entrant
					1st	2nd	3rd	
Belmont School Community Arts College Belmont, Durham (Arts) 4185	(0191) 3865715	11-16	705	175	147	34	31	
Durham Community Business College for Technology and Enterprise (See Note 4) Ushaw Moor, Durham (Technology) 4192	(0191) 3730336	11-18	420	95 Studio School = 75	73	43	11	
Durham Johnston Comprehensive Crossgate Moor, Durham (Language) 4200	(0191) 3843887	11-18	1500	240 Sixth form = 50*	284	195	104	Distance 5.18 miles
St. Leonard's RCVA Comprehensive North End, Durham (Technology) 4691	(0191) 3848575	11-18	1380	225 Sixth form = 15*	218	126	74	
Framwellgate School Durham Newton Drive, Framwellgate Moor, Durham (Science) 4190	(0191) 3866628	11-18	1225	210 Sixth form = Not set*	178	196	121	
Durham Gilesgate Sports College and Sixth Form Centre (a) Sixth Form Centre Providence Row, Durham (b) Main School, Bradford Crescent, Durham (Sports) 4191	(0191) 3842217 (0191) 3847505	11-18	1185	95 Sixth form = 610*	36	31	21	
Parkside Sports College Hall Lane Estate, Willington, Crook (Sports) 4128	(01388) 746396	11-16	760	180	139	41	19	
Wolsingham School and Community College Tunstall Road, Wolsingham (Art) 4139	(01388) 527302 (01388) 527623	11-18	710	150 Sixth form = 30*	101	61	26	

* Relates to admission limit for external students to Year 12 only. NB This need not be set if the school only receives ad hoc applications

NOTE 4. See page 15 for information about Durham Studio School.

Individual school information

South East Area

School and Address	Tel. No.	Age Range	Approx. No. of Pupils	Admission Limit 2012/13	No. of Applicants Sept 2011 Preferences			Criterion applied to last entrant
					1st	2nd	3rd	
Dean Community School of Technology Manor Way, Peterlee (Technology) 4214	(0191) 5862140	11-16	725	150	109	59	52	
Easington Community Science College Stockton Road, Easington (Science) 4280	(0191) 5270757	11-16	755	150	133	56	33	
Greenfield School Community and Arts College Greenfield Way, Newton Aycliffe (Arts) 4176	(01325) 300386 (01325) 300378	11-16	740	160	114	120	16	
St. Bede's Catholic Comprehensive Peterlee, West Way Peterlee (Humanities) 4693	(0191) 5862291 (0191) 5863154	11-18	865	150 Sixth form = Not set*	135	111	47	
Seaham School of Technology Burnhall Drive, Seaham (Technology) 4019	(0191) 5161600	11-16	875	230	144	13	26	
Sedgefield Community College Hawthorn Road, Sedgefield (Sports) 4231	(01740) 625300	11-16	850	180	164	29	21	
The Academy at Shotton Hall Waveney Road, Peterlee (Arts) 4215	(0191) 5862580 (0191) 5863619	11-16	1170	230	255	125	60	Distance 3.88 miles
Wellfield Community School Specialist Maths and Computing College North Road East, Wingate (Maths and Computing) 4218	(01429) 838413	11-16	665	180	99	61	18	
Woodham Community Technology College Washington Crescent, Newton Aycliffe (Technology) 4175	(01325) 300328	11-18	805	221	145	76	28	

* Relates to admission limit for external students to Year 12 only. NB This need not be set if the school only receives ad hoc applications

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The Governing Bodies of Voluntary Aided (Church) schools, Foundation schools and Academies are their own Admission Authorities. All are part of the LA Co-ordinated Admissions Scheme.

The Governing Body of each Voluntary Aided (Church) school, Foundation school and Academy is responsible for its own admission policy and criteria.

If you are considering applying for a place in a Voluntary Aided (Church) school for your child, you should consult the criteria outlined in the following pages.

All Foundation schools and Academies and Durham Studio School at Durham Community Business College, have the same admission policy and oversubscription criteria as that for Community and Voluntary Controlled secondary schools. Please see page 7 for more details.



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ST. BEDE'S CATHOLIC SCHOOL AND SIXTH FORM COLLEGE, LANCHESTER

Admission Policy

This Admissions policy has been formally adopted by the Governing Body of the above Catholic secondary school in Durham LA.

The Governing Body is the admissions authority and is responsible for determining the school's admissions policy. The Planned admission number for September 2012 is 210.

The partner parishes are:

All Saints Lanchester

St Patrick's, Consett

St Patrick's Dipton

St Mary's, Blackhill

St Mary's, South Moor

Our Lady and St Joseph's, Leadgate

St Joseph's, Stanley

Sacred Heart, Byermoor

St Pius Xth, Moorside

Our Lady of the Rosary, Shotley Bridge

St Theresa's, Annfield Plain.

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

How and When to apply

Applications must be made on the LA application form which must be returned by the closing date set by the LA.

Late applications

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

SEN

Children who have a Statement of Special Educational Needs which names our school will be admitted to the school.

Oversubscription criteria

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

(First priority in each category will be given to siblings (see note 3) that is, children who will have older brothers or sisters attending the school in September 2012)

1. Catholic children who are in the care of a LA.
2. Catholic children resident in one of the partner parishes who attend a Catholic primary school.
3. Catholic children resident in one of the partner parishes who do not attend a Catholic primary school.
4. Other Catholic children who attend a Catholic primary school.
5. Other Catholic children, who do not attend a Catholic primary school.
6. Other children who are in the care of a LA.
7. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England(see note 4) and attend a Catholic primary school.
8. Children of other Faith traditions who attend a Catholic primary school.
9. Other children who attend a Catholic primary school.
10. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England(see note 4) and do not attend a Catholic primary school
11. Children of other Faith traditions who do not attend a Catholic primary school.
12. Other children who do not attend a Catholic primary school.

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If applicants are seeking admission under criteria 7, 8, 10 or 11 above, they will be asked for a letter of support to confirm their church membership from their minister or Faith leader, or suitable equivalent.

Additional notes

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 5 will be asked to provide evidence and the school will also seek evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of Children in the care of a LA

A child, who is looked after by a LA in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the LA can confirm will still be looked after at time of admission to the school.

3. Definition of Sibling

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

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union

British Antiochian Orthodox Church

Cherubim and Seraphim Council of Churches

The Church of England

Church of God Prophecy

Church of Scotland (in England)

Congregational Federation

Coptic Orthodox

Council of African and Caribbean Churches

Council of Oriental Orthodox Churches

Ichthus Christian Fellowship

Independent Methodist Churches

Joint Council for Anglo-Caribbean Churches

Lutheran Council of Great Britain

The Methodist Church

United Reform Church

Wesleyan Holiness Church

Tie-breaker

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

Right of Appeal

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

Home address

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

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Waiting lists

If your child has been refused admission, a waiting list is available throughout the year where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be maintained for the whole of the Academic Year by the school.

Application Information

Formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place on a date to be advised by Durham LA on 1 March.

ST BEDE'S CATHOLIC SCHOOL & SIXTH FORM COLLEGE, LANCHESTER

Sixth Form Admissions Policy for Admission into Academic Year 2012/2013.

These admission arrangements have been formally adopted by the Governing Body of St Bede's Catholic School & Sixth Form College for admissions to the sixth form college (Year 12) in September 2012. The Governing Body is the Admissions Authority and is responsible for determining the school's admissions policy.

The Planned Admission Number (PAN) for admissions to Year 12 from external applications is 100. It is expected that the total number of students in Year 12 in September 2012 will be 210.

This Admissions Policy applies to students seeking admission to Year 12 at St Bede's Sixth Form College and includes admission into Year 13.

In determining admissions to the Sixth Form, the Governors seek to preserve the religious character of this Catholic voluntary aided school and Sixth Form College.

St Bede's Catholic School and Sixth Form College is a voluntary aided school within the Diocese of Hexham and Newcastle. Whilst giving priority to the admission of the existing St Bede's Year 11 students to Sixth Form, we warmly welcome applicants of other schools who will support the faith ethos within our school and Sixth Form.

Admission to Year 12: (entry requirements)

Students applying for admission into Year 12 must fulfil the following entry requirements:

For Advanced courses Level 3:

- a minimum of 5 different subjects A* - C grades at GCSE or equivalent; it must include English or Maths; this will give students access to a range of AS courses/subjects.



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- the minimum entry requirements specified by the subjects of their choice.

For Level 2 courses:

- a standard of literacy and numeracy supported by a general education equivalent to four GCSEs at grades D – G.

Once 80 conditional offers to external candidates will be made, there will be a waiting list for external students who meet the entry requirements above.

Oversubscription Criteria

Students already on the roll of St Bede's Catholic School, who meet the general entry requirements and subject specific criteria, will be offered a place in Year 12.

Applications from students from other schools, who meet the general entry requirements and subject specific criteria for the courses for which they have applied, will be considered for a place in the school sixth form.

If there are too many applications and there is too great a demand for available courses, students, from other schools, who satisfy the academic criteria, will be offered places in order of the following criteria.

1. Catholic students who are in the care of the Local Authority.
2. Catholic students, who live within the boundaries of the partner parishes.
3. Catholic students who attend other secondary schools and live outside the boundaries of the partner parishes.
4. Other students who are in the care of the Local Authority.
5. Students, who are baptised or dedicated members of other Christian Churches.
6. Students, who are members of other faith traditions.
7. Other students who wish to attend the Sixth Form.

Within each category listed above priority will be given to those with siblings still in the school at the time of admission. Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor. Distance will be measured in a straight line from the front door of the child's home address to the main entrance of the school, [using the Local Authority's computerised measuring system], with those living closer to the school receiving the higher priority.

Year 12 Admissions Schedule

Students who wish to apply for a place in Year 12 will be invited to attend, with their parents or carers, our two Sixth Form Open Evenings, held in the autumn and spring term. They will have the opportunity to speak to individual subject departments about the courses offered as well as representative from Connexions and local universities.

Applications for Year 12 may be completed using the school application form, or the Common Application Form addressed to Sixth Form Administration by the date specified by the school (check the website for details). Applications received after this deadline may be placed on a waiting list.

For internal applicants, information will be requested from subject teachers to check suitability for students' course choices. Each student will attend an IAG discussion service with a member of the Sixth Form Pastoral team or Leadership and Management Team and his/her parents or carers within the school to discuss his/her subject choices. A place will be offered on condition that the student meets the school's entry requirements as detailed above.

Following the meeting, a letter will be sent to students confirming the decision made regarding a place. **All offers will be made on condition of students meeting the school entry requirements and subject to the viability of the course running for that academic year.**

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Students holding conditional offers will have their place confirmed following receipt of the GCSE results in the summer.

On Enrolment Day, following receipt of GCSE results, if students wish to change their subject choices there will be a further IAG discussion service to advise them on the most suitable options.

Admission to Year 13: (entry requirements)

Year 12 students continue with their studies into Year 13, on condition that they fulfil the entry criteria. The school has places available for external students who wish to join Year 13. All Year 12 students will apply to study in Year 13 and will put forward which subjects they intend to study in Year 13. The vast majority of students will study 3 subjects in Year 13. The entry criteria are as follows:

- All students wishing to complete their advanced level studies in Year 13 must achieve an E grade or better in each of the AS/A2 subjects of study following receipt of the summer results.
- Supportive comments from relevant subject teachers confirming suitability for continued study at advanced level.

Year 13 Admissions Schedule

Following receipt of summer examination results students who have met the entry requirement above are automatically offered a place in Year 13 to continue their studies.

Students who do not meet the entry requirement will be advised upon a change of direction and relevant courses.

Please note a number of courses have specific entry requirement beyond 5 A* - C including Maths and English. These include for example Maths, Science subjects and Modern Foreign Languages.

Additional notes:

1. **Partner Parishes**
St Bede's Catholic School and Sixth Form College serves the parishes of All Saints Lanchester; St Patrick's Consett; St Patrick's Dipton; St Mary's, Blackhill; St Mary's, South Moor; Our Lady and St Joseph's, Leadgate; St Joseph's Stanley; Sacred Heart, Byermoor; St Pius Xth, Moorside; Our Lady of the Rosary, Shotley Bridge; St Theresa's Annfield Plain.
2. **Definition of Catholic** – students who have been baptised as Catholics or have been formally received into the Catholic Church. If applicants are seeking admission under criteria 1, 2 and 3 the school will seek evidence of baptism or being received into the Catholic Church.
3. **Definition of Students in the care of a Local Authority** – students who are looked after by a Local Authority in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the Sixth Form is made and who the Local Authority can confirm will still be looked after at time of admission.
4. **Committed Christian and other faith families (criteria 5 & 6)** – a letter of support from a Minister/Faith Leader, confirming church or faith membership would be accepted as evidence of membership.
5. **Definition of siblings** – sibling refers to brother or sister, half brother or sister, adopted brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at the same address as that sibling.
6. **Waiting List**
If a student is refused admission, a waiting list is available where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be open until the end of the autumn term.

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ST BEDE'S CATHOLIC COMPREHENSIVE SCHOOL, PETERLEE

Admission Policy

This Admissions policy has been formally adopted by the Governing Body of the above Catholic secondary school in Durham LA.

The Governing Body is the Admissions Authority and is responsible for determining the school's admissions policy. The Governing Body intends to admit up to 150 pupils to Year 7 in September 2012. This number will apply to Years 7 to 11.

Separate arrangements are made for admission to Years 12/13 (Byron College Sixth Form). Parents are asked to note that admission to any of Years 7 to 11 is no guarantee of entry into Byron College.

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

How and when to apply

Applications must be made on the LA Common Application Form which must be returned by the closing date set by the LA.

Late applications

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

SEN

Children who have a Statement of Special Educational Needs which names our school will be admitted to the school.

Oversubscription criteria

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

(First priority in each category will be given to siblings (see note 3) that is, children who will have older brothers or sisters attending the school in September 2012)

1. Catholic children, who are in the care of a LA.
2. Catholic children, who attend a Catholic primary school.
3. Catholic children, who attend another primary school.
4. Other children who are in the care of a LA.
5. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England (see note 4) and attend a Catholic primary school.
6. Children of other Faith traditions (not included in 5 above), who attend a Catholic primary school.
7. Other children, who attend a Catholic primary school.
8. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England (see note 4) and do not attend a Catholic Primary school.
9. Children of other Faith traditions (not included in 5 above), who do not attend a Catholic primary school.
10. Other children who do not attend a Catholic primary school.

If applicants are seeking admission under criteria 5, 6, 8 or 9 above, they will be asked for a letter of support to confirm their church membership from their minister or Faith leader, or suitable equivalent.

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Additional Notes

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 1 to 3 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of children in the care of a LA

A child, who is looked after by a LA in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the LA can confirm, will still be looked after at time of admission to the school.

3. Definition of Sibling

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

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union

British Antiochian Orthodox Church

Cherubim and Seraphim Council of Churches

The Church of England

Church of God Prophecy

Church of Scotland (in England)

Congregational Federation

Coptic Orthodox

Council of African and Caribbean Churches

Council of Oriental Orthodox Churches

Ichthus Christian Fellowship

Independent Methodist Churches

Joint Council for Anglo-Caribbean Churches

Lutheran Council of Great Britain

The Methodist Church

United Reform Church

Wesleyan Holiness Church

Tie-breaker

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

Right of Appeal

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

Home address

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

Waiting lists

If your child has been refused admission you can request that your child's name be placed on the school's waiting list. If places become available, we will consider all relevant applications based

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on the waiting list and priority will be given according to the above over-subscription criteria, based on the information provided at the time of application.

Application Information

Formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place on a date to be advised by Durham LA on 1 March.

ST BEDE'S CATHOLIC COMPREHENSIVE SCHOOL, PETERLEE

Sixth Form Admissions Policy for Admission into Academic Year 2012/13

Please contact the school direct for details of admission arrangements for admission to the sixth form (Year 12) in September 2012. The Governing Body is the Admissions Authority and is responsible for determining the school's admission policy.

ST JOHN'S CATHOLIC SCHOOL AND SIXTH FORM CENTRE

Admission policy

This Admissions policy has been formally adopted by the Governing Body of the above Catholic secondary school in Durham LA.

The Governing Body is the admissions authority and is responsible for determining the school's admissions policy. The Planned admission number for September 2012 is 209.

The Catholic partner schools are:

Blessed John Duckett, Smith Street, Tow Law DL13 4AU

Our Lady & St Thomas, Cumberland Terrace, Willington DL15 0PB

St Chad's Primary, Witton Park DL14 0EP

St Charles' Primary, Durham Road, Tudhoe DL16 6SL

St Cuthbert's Primary, Church Hill, Crook DL15 9DN

St Joseph's Primary, Victoria Lane, Coundon DL14 8NN

St Joseph's Primary, Garburn Place, Newton Aycliffe DL5 7DE

St Mary's Primary, Birch Road, Barnard Castle DL12 8JR

St Mary's Primary, Central Avenue, Newton Aycliffe, DL5 5NP

St Wilfrid's Primary, Murphy Crescent, Bishop Auckland DL14 6QH

St William's Primary, Elwick Road, Trimdon Station TS29 6JU

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

How and when to apply

Applications must be made on the LA Application Form. All forms must be returned by the closing date set by the LA.

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Late applications

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

SEN

Children who have a Statement of Special Educational Needs which names our school will be admitted to the school.

Oversubscription criteria

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

(First priority in each category will be given to siblings (see note 3) that is, children who will have older brothers or sisters attending the school in September 2012)

1. Catholic children, who are in the care of a LA.
2. Catholic children, who attend a Catholic partner primary school.
3. Catholic children, who attend another Catholic primary school.
4. Catholic children, who attend another primary school.
5. Other children who are in the care of a LA.
6. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England (see note 4) and attend a Catholic primary school.
7. Children of other Faith traditions (not included in 5 above), who attend a Catholic primary school.
8. Other children, who attend a Partner Catholic Primary school.
9. Other children, who attend another Catholic primary school.
10. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England (see note 4) and do not attend a Catholic Primary school.
11. Children of other Faith traditions (not

included in 5 above), who do not attend a Catholic primary school.

12. Other children who do not attend a Catholic primary school.

If applicants are seeking admission under criteria 6, 7, 10 or 11 above, they will be asked for a letter of support to confirm their church membership from their minister or Faith leader, or suitable equivalent.

Additional Notes

1. Definition of Catholic

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

2. Definition of children in the care of a LA

A child, who is looked after by a LA in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the LA can confirm, will still be looked after at time of admission to the school.

3. Definition of Sibling

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

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union

British Antiochian Orthodox Church

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Cherubim and Seraphim Council of Churches
The Church of England
Church of God Prophecy
Church of Scotland (in England)
Congregational Federation
Coptic Orthodox
Council of African and Caribbean Churches
Council of Oriental Orthodox Churches
Ichthus Christian Fellowship
Independent Methodist Churches
Joint Council for Anglo-Caribbean Churches
Lutheran Council of Great Britain
The Methodist Church
United Reform Church
Wesleyan Holiness Church

Tie-breaker

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

Right of Appeal

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

Home address

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

Waiting lists

If your child has been refused admission, a waiting list is available where priority will be given according to the above criteria based on the information provided at the time of application. The waiting list will be maintained for the whole of the Academic Year by the school.

Application Information

Formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place on a date to be advised by Durham LA on 1 March.

ST JOHN'S CATHOLIC SCHOOL AND SIXTH FORM CENTRE

Sixth Form Admissions Policy for Admission into Academic Year 2012/13

Please contact the school direct for details of admission arrangements for admission to the sixth form (Year 12) in September 2012. The Governing Body is the Admissions Authority and is responsible for determining the school's admission policy.

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ST LEONARD'S CATHOLIC SCHOOL, DURHAM

Admission policy

This Admissions policy has been formally adopted by the Governing Body of the above Catholic secondary school in Durham LA.

The Governing Body is the Admissions Authority and is responsible for determining the school's admissions policy. The Planned admission number for September 2012 is 225.

The Catholic partner schools are:

Our Lady Queen of Martyrs' Roman Catholic Voluntary Aided Primary, Newhouse, Durham Road, Esh Winning, Durham DH7 9PA

St Bede's Roman Catholic Voluntary Aided Primary, Sacriston, Front Street, Sacriston, Durham DH7 6AB

St Benet's Roman Catholic Voluntary Aided Primary, St Benet's Way, Ouston, Chester-le-Street DH2 1QX

St Cuthbert's Roman Catholic Voluntary Aided Primary, Chester-le-Street, Ropery Lane, Chester-le-Street DH3 3PH

St Godric's Roman Catholic Voluntary Aided Primary, Durham, Carrhouse Drive, Durham DH1 5LZ

St Joseph's Roman Catholic Voluntary Aided Primary, Durham, Mill Lane, Gilesgate, Durham DH1 2JQ

St Joseph's Roman Catholic Voluntary Aided Primary, Ushaw Moor, Durham Road, Ushaw Moor, Durham DH7 7LF

St Michael's Roman Catholic Voluntary Aided Primary, Esh Laude, Esh Village, Esh, Durham DH7 9QW

St Patrick's Roman Catholic Voluntary Aided Primary, Langley Moor, Goatbeck Terrace, Langley Moor, Durham DH7 8JJ

St Thomas More Roman Catholic Voluntary Aided Primary, Thorndale Road, Cheveley Park, Belmont DH1 2AQ

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

How and When to apply

Applications must be made on the LA application form which must be returned by the closing date set by the LA.

Late applications

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

SEN

Children who have a Statement of Special Educational Needs which names our school will be admitted to the school.

Oversubscription criteria

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

(First priority in each category will be given to siblings (see note 3) that is, children who will have older brothers or sisters attending the school in September 2012)

1. Children, who are in the care of a LA.
2. Catholic children, who attend a Catholic partner primary school.
3. Catholic children, who attend another Catholic primary school.
4. Catholic children, who attend another primary school.
5. Children, who are baptised or dedicated members of other Christian Churches as recognised by Churches Together in England (see note 4) and attend a Catholic primary school.
6. Other children, who attend a Catholic partner primary school.
7. Other children, who attend another Catholic primary school.
8. Children, who are baptised or dedicated members of other Christian Churches as

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recognised by Churches Together in England (see note 4) and do not attend a Catholic Primary school.

9. Other children who do not attend a Catholic primary school.

If applicants are seeking admission under criteria 5 or 8 above, they will be asked for a letter of support to confirm their church membership from their minister or Faith leader, or suitable equivalent.

Additional notes

1. Definition of Catholic

Children who have been baptised as Catholics or have been formally received into the Catholic Church. All applicants seeking admission under any of criteria 2 to 4 will be asked to provide evidence that the child has been baptised as a Catholic or has been received into the Catholic Church. A baptismal certificate or a letter from their priest confirming their baptism or reception into the Catholic Church will suffice.

2. Definition of children in the care of a LA

A child, who is looked after by a LA in accordance with Section 22 of the Children's Act 1989(b) at the time application for admission to the school is made and who the LA can confirm, will still be looked after at time of admission to the school.

3. Definition of Sibling

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

4. Churches Together in England

(See www.churches-together.org.uk for further details on membership)

The Baptist Union

British Antiochian Orthodox Church
Cherubim and Seraphim Council of Churches

The Church of England

Church of God Prophecy

Church of Scotland (in England)

Congregational Federation

Coptic Orthodox

Council of African and Caribbean Churches

Council of Oriental Orthodox Churches

Ichthus Christian Fellowship

Independent Methodist Churches

Joint Council for Anglo-Caribbean Churches

Lutheran Council of Great Britain

The Methodist Church

United Reform Church

Wesleyan Holiness Church

Tie-breaker

Where there are places available for some, but not all applicants within a particular criterion, distance from home address to the school entrance will be the deciding factor. Distance will be measured from the front door of the child's home address (including flats) to the main entrance of the school, using the AA shortest route, with those living closer to the school receiving the higher priority.

Right of Appeal

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

Home address

It is the parental address which will be used in applying the admission criteria. This means that, when stating your choice of school, you should

Section 2

give the parental/guardian address at the time of application. The address of childminders or other family members who may share in the care of your child should not be quoted as the home address.

Waiting lists

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

Application Information

Formal written applications for admission must be made on the form provided by the Local Authority and returned to them by the stated date. Places will then be allocated by strict application of the above criteria, with no reference to the date of application. Parents will be notified as to whether or not their child has been allocated a place on a date to be advised by Durham LA on 1 March.

ST LEONARD'S CATHOLIC SCHOOL, DURHAM

Sixth Form Admissions Policy for Admission into Academic Year 2012/13

Please contact the school direct for details of admission arrangements for admission to the sixth form (Year 12) in September 2012. The Governing Body is the Admissions Authority and is responsible for determining the school's admission policy.



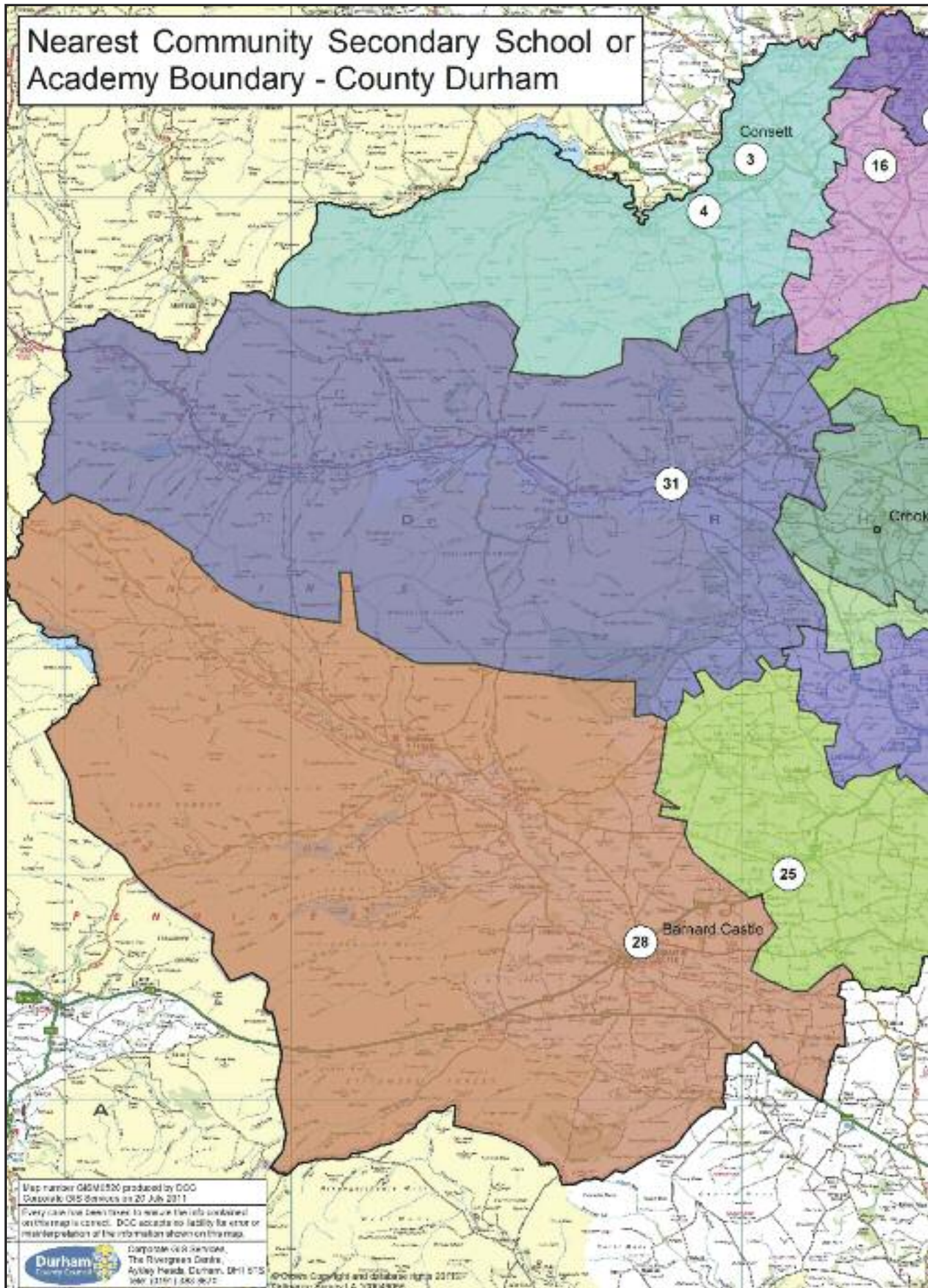
Section 3

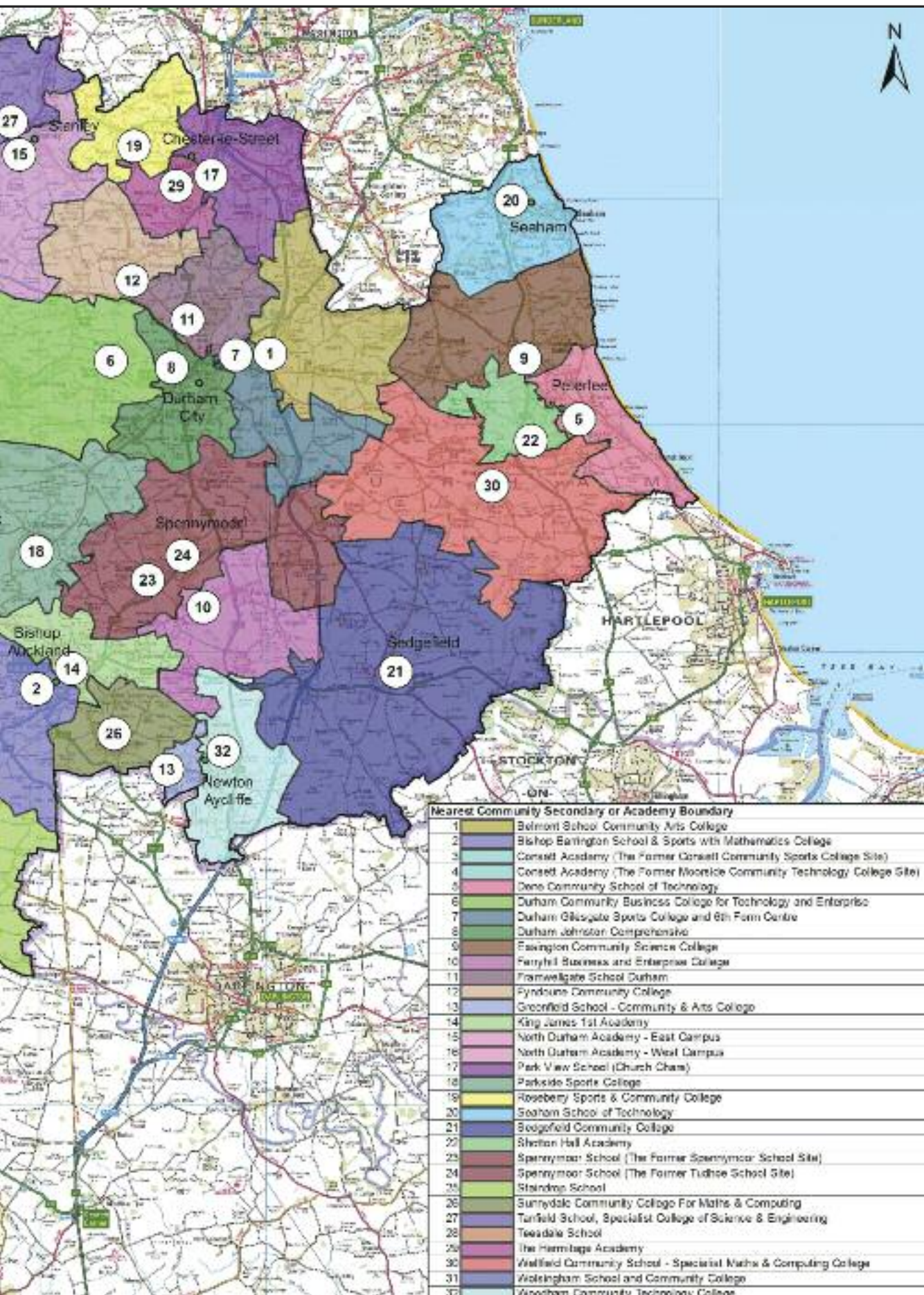
The following map gives an indication of the nearest community secondary school or academy boundary measured by the shortest walking route. This map is intended to be used as a guide. Those parents who live in County Durham and have children in Year 6 in primary schools maintained by Durham County Council will be told which school is nearest to their home address according to the official measuring system. The same information will be provided for any other applicant on request.

If you have any queries regarding the nearest school to the home address please telephone the Admissions, Appeals and Transport Entitlement Team on (0191) 383 4490/383 4574 for assistance.



Nearest Community Secondary School or Academy Boundary - County Durham





Notes

Note: Although the information contained in this guide was correct as at 31 July 2011, it should not be assumed that there will be no change affecting the relevant arrangements or matters detailed in the guide for admission to Secondary Schools for 2012/2013, before the start of, or during 2012/2013 academic year or in relation to subsequent academic years. You should visit the County Council website: www.durham.gov.uk or contact: Admission, Appeals and Transport Entitlement Team, Children and Young People's Services, County Hall, Durham, DH1 5UJ. Tel: **(0191) 383 4490/383 4574** or the Choice Advice Service, **(0191) 383 5665** in order to access the most up to date admission arrangements.

Please ask us if you would like this document summarised in another language or format.

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