

DRAFT
John Spence
Community
High School
Admissions consultation

Consultation on Admissions Arrangements for John Spence Community High School for the 2026-27 academic year

Consultation period (6 weeks)

Start date: 14 October 2024
End date: 1 December 2024 (midnight)

Pele Trust Directors welcome comments on the Admissions policy

Responding to the consultation

Email responses to: office@johnspence.org.uk

Written responses to:

School Reception FAO Mrs E. Rutter (Headteacher's PA)
Preston Road
North Shields
Tyne & Wear
NE29 9PU

Background

Pele Trust is the admission authority for John Spence Community High School following its conversion to academy status on 1 November 2023. This is the first opportunity to set the admissions arrangements therefore the Board of Directors are formally consulting on their proposed admission arrangements. This reflects their desire to ensure a reasonable, clear, objective and procedurally fair Admissions Policy that supports the aims of the Trust, serves the local community and complies with all relevant legislation.

Consultation proposals for the 2026-27 academic year

1. To agree on the Admissions Policy

Consultation Process

Admission Authorities have a duty to consult on their admission arrangements in advance of the year of intake. The School Standards and Framework Act 1998 provides the DfE with the right to issue a statutory School Admissions Code, setting out statutory guidance and imposing mandatory requirements and guidelines in relation to school admissions (known as the "Code"). The purpose of the Code is to ensure that all school places are allocated and offered in an open and fair way.

As a multi-academy trust, Pele Trust is the Admission Authority and must ensure that its determined admission arrangements comply with the mandatory provisions of the Code and the law relating to admissions. To promote fair access to educational opportunities, admission arrangements are subject to scrutiny by the Schools Adjudicator who has the power to impose arrangements on those authorities that do not meet the requirements of the Code.

Consultation must take place for a minimum of 6 weeks between 1 October and 31 January in the determination year, therefore consultation on our proposal will begin on Monday 14th October 2024 and end on Sunday 1st December 2024 (midnight).

The following groups are being consulted;

- North Tyneside Council (School Admissions team)
- Parents with children in catchment area primary schools
- Headteachers and Governing Bodies in all catchment area primary schools
- Headteachers and Governing Bodies in neighbouring secondary schools, i.e. Kings Priory and Marden High

All consultation documents are displayed on the John Spence Community High School and Pele Trust websites.

North Tyneside Council operates a co-ordinated scheme with Voluntary Aided Schools, Trust Schools and Academies by acting as a clearing house for school admissions. Pele Trust will remain part of these co-ordinated arrangements. Copies of documents relating to Voluntary Aided schools, Trusts, Academies and other foundation schools will be published on the County Council website

<https://my.northtyneside.gov.uk/category/129/school-admissions>

Consultation proposal 1: to agree the Admissions Policy

Admissions Procedure - How and when to apply

The standard admission points for Pele Trust schools are entry to the primary phase in the Reception year and entry to the secondary phase in Year 7. These places are allocated for the start of the academic year in September.

North Tyneside residents should apply through the North Tyneside Council's admissions online portal. The deadline for secondary place applications is 31 October 2025. Applications received after these dates will be classed as late applications and will be processed after all of the applications received on time.

Applications for places in other year groups, or after the start of the academic year, can be made at any time. These are referred to as in-year transfers.

Applications for children with an Education, Health and Care Plan

All children whose Education, Health and Care Plan names the school must be given admission to that school before other applicants.

Admission of children outside their normal year group

Parents may request that their child is admitted outside their normal age group if

- They feel their child is ready to start school early (primary or secondary), or
- They feel their child is not ready to start school (primary or secondary) with their peers.

Requests must be submitted in writing to the Headteacher of the relevant school and include any supporting evidence from relevant professionals. The agreement to accept this request will be made by the Board of Directors; please note that this is not a guarantee of a place in school and a new application must be made for Reception or Year 7 the following year. Applications will be ranked against the Trust's oversubscription criteria for admission.

Oversubscription: secondary school admission applications

The Pele Trust welcomes applications from all students and we are obliged to admit all students provided our Published Admission Number (PAN) for each school is not exceeded. However, where there are places for some, but not all applicants, priority is given in accordance with the oversubscription criteria set out below.

Oversubscription criteria (Pele Trust secondary school)

Applicable to John Spence Community High School

1. Looked After Children

- a. Children in Public Care (and as deemed under Section 22 of the Children Act 1989) including a child who was previously “looked after” but immediately after being “looked after” became subject to an adoption, residence, or special guardianship order. Children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted

Note: A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders). Child arrangements orders are defined in s.8 of the Children Act 1989, as amended by s.12 of the Children and Families Act 2014. Child arrangements orders replace residence orders and any residence order in force prior to 22 April 2014 is deemed to be a child arrangements order. See Section 14A of the Children Act 1989 which defines a ‘special guardianship order’ as an order appointing one or more individuals to be a child’s special guardian (or special guardians).

2. Catchment area

- a. Children living in the catchment area of the school (as defined by Pele Trust) on whose behalf firm evidence is presented that they will be living in the catchment area by the appropriate admission date.

3. Exceptional medical or social need

- a. Students on whose behalf evidence of exceptional medical or exceptional social need is presented. For example, where one or both parents of the child have a disability that may make travel to a

school that is further away difficult. Evidence must be supported by a written statement by a professionally involved third party, such as a doctor or a social worker.

4. Siblings

- a. Students who have an older brother or sister who already attends the same Pele Trust school and who is expected to be on roll at the school at the time of admission. [For the purpose of admission siblings are deemed to be brothers and sisters, step brothers and sisters, adopted brothers and sisters and other children who reside permanently in the household and are treated as siblings.]

5. Children of staff employed within the Pele Trust secondary school applied for

- a. Children of staff employed within the Pele Trust school applied for where the member of staff has worked in that school for two or more years at the time at which the application for admission is made and/or the member of staff has been recruited to fill a post where there is a demonstrable skill shortage.

6. Distance

- a. Distance from the front door of the child's home to the main gate of the school will be the deciding factor with preference being given to those whose home address is nearest to the school as measured in a straight line ('as the crow flies'). The distance checker is contained within the EMS school admissions software using GIS data. Distance checking is an integral function within the school admissions software ensuring consistency in measurement. This will be based on the child's address.

Where the last place to be allocated would mean that a multiple birth sibling group, i.e. twins, triplets, or other multiple birth sibling groups would be split, the sibling will be accepted as an excepted pupil. Otherwise, if only one final place can be offered, and two applicants live equidistant from the Academy, the LA's system of random allocation will apply as a tie-breaker.

Proof of Residence

- Parents will be asked to provide proof of residency in the case of oversubscription
- The address given must be where the child lives permanently. It must not be that of a childminder, grandparent, or other relative's address. If parents/carers share custody of a child then the Trust may request to see the court order, medical card or other evidence to establish where the child is resident for most of the time during weekdays.
- Pele Trust also reserves the right to withdraw a place at a school if information relating to address or any other matter is found to be false.

Pele Trust Directors welcome comments on the Admissions policy and PAN reduction proposal

Responding to the consultation

Email responses to: office@johnspence.org.uk

Written responses to: School Reception FAO Mrs E Rutter, John Spence Community High School, Preston Road, North Shields, NE299PU

CONSULTATION RESPONSE FORM

Consultation on Admission Arrangements for John Spence Community High Schools for the 2026-27 academic year

NAME (optional):

CONSULTATION GROUP (i.e. Primary school parent, Governor etc)

I agree / disagree with the proposed Admissions Policy

Comments:

Alternative ideas or suggestions?

Completed forms can be returned to:

Email responses to: Email responses to: office@johnspence.org.uk

Written responses to: School Reception FAO Mrs E Rutter, John Spence Community High School, Preston Road, North Shields, NE299PU

Appendix 1: Catchment map

<https://ntcouncil.maps.arcgis.com/apps/webappviewer/index.html?id=c3c6ecaa7aed41549d2b4185b82dd9fd>

