

Primary and Secondary Admissions 2012



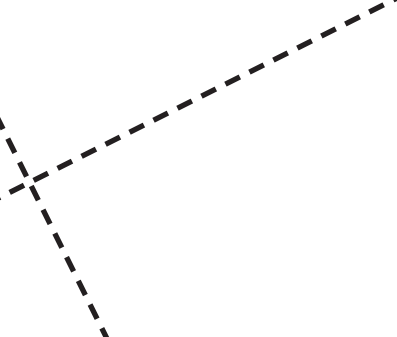
Stockton-on-Tees
BOROUGH COUNCIL



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You can apply on-line at www.stockton.gov.uk/schooladmissions



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Foreword

by The Corporate Director of Children, Education and Social Care

If your child was born between 1 September 2007 and 31 August 2008, he or she will be starting primary school in September 2012.

If your child was born between 1 September 2000 and 31 August 2001, he or she will be starting secondary school in September 2012.

Whether your child is starting at nursery, reception or secondary school, it is an important time in their school career, and you and they are probably looking forward to it with a mixture of excitement and worry.

We aim to help make the move a smooth and simple one. This booklet answers many of the questions and concerns you may have about school admissions and tells you about your rights. We have also included general information that you may find useful.

If you have any general enquiries regarding admissions and transfers you can phone 01642 526605, or e-mail schooladmissions@stockton.gov.uk. Or, if you want to discuss something face to face, please phone to make an appointment. If you want to write, please address your letters to:

Children, Education and Social Care

School Admissions
Stockton Borough Council
PO Box 228
Church Road
Stockton-on-Tees
TS18 1XE.

We also have a Choice Adviser, who can give you independent advice about applying for a school place for your child. Phone them on 01642 526603 or e-mail choiceadvice@stockton.gov.uk

I hope you find this information useful and I wish your child every success in their school career.



Jane Humphreys
Corporate Director - Children, Education and Social Care

What is the purpose of this booklet?

As a parent, you have the right to say which school you would prefer your child to go to, but the procedure for getting a place at some schools is different from others.

This booklet tells you about the admission policy for getting a place at a primary or secondary school maintained by us. (It also tells you the procedure for transferring from one school to another, if you need to.)

If you want your child to attend a voluntary-aided school, we would advise you to look at the individual school's policy, to see where you fit into their criteria. These policies can be viewed online at www.stockton.gov.uk/schooladmissions and click VA admissions policies or you can ring the school direct. Contact numbers for primary and secondary schools are on pages 35 to 39 or alternatively ring school admissions on 01642 526605.

If you have any questions or you just want general information about applying for a school place, contact the Admissions Officer in the local authority or the head teacher of a school. Do this before making a decision or taking any action.

We also have a Choice Adviser who can help you. The contact details are on page 1.

Every local authority (LA) has a different admission policy. The admissions policy in this booklet is for schools we maintain in the Borough of Stockton-on-Tees is on pages 8 to 10.

Co-ordinated Admission Arrangements

The Local Authority (LA) is responsible for the co-ordination of admissions to Primary and Secondary School for September 2012 to comply with the School Admissions code. A copy of the full scheme is available from the LA and is on the website www.stockton.gov.uk/schooladmissions. What this means for parents is that you apply for a school place through your Local Authority (LA). The LA which you pay your Council Tax to. This applies even if the school you prefer is outside of the LA.

Places are allocated using the Equal Ranking System* for Primary and Secondary school places by all admission authorities within Stockton-on-Tees.

*See page 10 for an explanation of Equal Ranking System.

The LA Act as a clearing house for the allocation of places by the relevant admission authorities in response to the preferences submitted by parents on the Common Application Form (CAF). The LA will only make any decision with the respect to the offer or refusal of a place in response to any preference expressed on the CAF where

- (a) it is acting in its separate capacity as an admission authority; or
- (b) an application is eligible for a place at more than one school, or
- (c) an applicant is not eligible for a place at any school that the parent has nominated.

The LA continues to co-ordinate all applications for the year of the admissions round.

Applying on-line - www.stockton.gov.uk/schooladmissions

All LAs need to give you the opportunity to apply on-line.

You can apply on-line between the following dates.

Secondary - From 12 September 2011 to 31 October 2011

Primary - From 14 November 2011 to 15 January 2012

The benefits of applying on-line are:

- It's quick and easy to use
- You can apply from home 24 hours a day, seven days a week
- There is no risk your application will be lost in the post
- You will receive email confirmation that your application has been received.
- You can change your application up until midnight on the published closing date.
- Response emailed to you on 1 March 2012 for secondary and 13 April 2012 for primary.

Applying for places in schools

Information about Nursery

All primary schools in the borough of Stockton-on-Tees have nurseries attached to them. You will find a list of the schools on pages 35-39.

As well as nursery places in mainstream schools there are also nursery places within independent schools, private day nurseries, playgroups and with childminders. All settings aim to provide high-quality education appropriate to the age and development of children in their care. You can get more information about these other settings from the Families Information Service on 01642 527225.

3 and 4 year olds are entitled to a free nursery place up to 15 hours per week - it is now more flexible. The 15 hours can be taken over a minimum of 3 and a maximum of 5 days per week between core hours of 8am - 4pm.

It will depend on what your preferred nursery setting is able to offer, so you will need to check with individual schools about their policy.

Your free entitlement can be used in:

- Day nurseries or preschools eligible to claim the Free Entitlement,
- Independent Schools
- LA maintained nurseries within Primary schools.

A maintained school nursery may provide the additional hours themselves on the school site or work with a private provider either at the school site or through supervised transport arrangement.

- **If my child attends nursery before and after the lunch period, can I apply for free school meals?**

If you are in receipt of the qualifying benefits, see page 25 and your child is receiving education both before and after the lunch period, they will be eligible for free school meals.

Please contact the Free School Meals section for further information on 01642 526606 or see our website www.stockton.gov.uk/schooladmissions

This does not apply to private nurseries.

- **How does the nursery school my child goes to affect their entitlement to a place in a primary school?**

The nursery your child goes to does not entitle him or her to a place in that primary school. This is because nursery places are not statutory but admission to primary school is. Sometimes, there are more parents wanting a primary school place than there are spaces. In these cases, we give primary school places according to the conditions given on pages 8-10.

You should remember this when deciding on the nursery place for your child.

- **What if I cannot get a place for my child in my local school nursery?**

If your local school nursery is full you could contact the Families Information Service on 01642 527225 or visit the website www.stockton.gov.uk who will give you more information about private nurseries, nursery grant etc.

Information about Primary School

- **What choice of primary school do I have for my child?**

You have the right to apply for a place for your child in any school. If you are applying for a place at a community or controlled school, we will decide which school your child can go to, taking account of the schools you prefer.

If you are applying for a place at a voluntary-aided school, the governing body of the school will decide whether your child can go, but you will still have to fill in a common application form and return it to us. Pages 12 and 13 explain the procedure for admissions to voluntary-aided schools. Also see the admission policies for voluntary-aided schools on our website www.stockton.gov.uk/schooladmissions.

However, if under the co-ordinated admission arrangements, you could be offered more than one place at a school, we will offer your child a place at the school you have ranked highest on the form.

- **Pupils from abroad**

If your child is arriving in the UK from abroad and you would like a place at a school in Stockton-on-Tees, you should contact us (or your own LA if you live outside the borough) and we will tell you how to apply. You may need to show that your child has the right to go to school in this country. If you won't be staying in this country very long, it may not be practical for your child to start a new school. We will tell you if we think this is the case. Please note that children whose parents are seeking asylum in this country have the same rights as other children living in Stockton-on-Tees. We will use the same procedures for providing a school place for them as for other children.

- **Pupils returning to the area who are children of UK service staff or other Crown servants.**

We understand you have to move around a lot within the UK and abroad and we will look at your family's individual circumstances when deciding where to offer your child a school place. If we are accepting your application within the dates we are accepting admissions, and you provide an official letter from Ministry of Defence or your Commanding Officer setting out the date you will return to the area, we will offer your child a place before you return.

- **At what age will my child start in primary school?**

By law children do not have to go to school until the beginning of the term after their fifth birthday. All children within the required age range will start a community primary school in September each year. You will have to check with individual voluntary-aided schools for their policy on start dates.

However, if you want to delay the start of your child going to school until the term after his or her fifth birthday, you can still apply now for a place. If you are successful getting a place at that school, it will be held open for your child until the appropriate time. If you would like to discuss this, please contact the Admissions Officer on 01642 526605.

- **How do I decide which school would best suit my child?**

You could contact the Choice Adviser, who can give you independent advice about applying for a school place for your child. Phone on 01642 526603 or email choiceadvice@stockton.gov.uk. Alternatively you could find out for yourself.

Every school produces a prospectus giving information about the school including the school's values, the curriculum, activities out of school hours, class sizes, arrangements for school meals and school uniform.

They also include details of policies the school has, such as those on behaviour, discipline, avoiding bullying, and special educational needs. School prospectuses are a valuable source of information and you can get them direct from the school. You will find the addresses and phone numbers of the schools on pages 35-40 or you can view them on our website below and click schools in the borough on the tab at the left of the page then click the relevant option.

If you visit the schools you are interested in, it will give you first-hand experience of the facilities and teaching staff. It will also allow you to ask any questions you may have.

You can get more information such as school and college achievement tables (previously called performance tables) from local libraries. You should use this information carefully as it can be misleading if you are not aware of all the factors that can influence the results. School and college achievement tables should only be part of your overall decision.

- **Does the school I prefer have to be within the borough of Stockton-on-Tees?**

Just as parents living outside the borough can ask for places for their children in our schools you can ask for a place in a school in another borough or county.

Under the 'Greenwich Judgement', local education authorities cannot discriminate against applications from outside their area and must treat all requests in the same way.

Applying for a place in a community or controlled primary school

- **How are places decided in community or controlled schools?**

Our borough is divided into areas known as 'admission zones'. An admission zone is given to each school within our borough and where you live will affect which school this is.

We will always encourage you to look at the school in your admission zone when choosing a school place for your child. If you want to know which school's admission zone you live in, contact Admissions on 01642 526605. Our website, www.stockton.gov.uk/schooladmissions then click on maps@stockton at the bottom of the page and this can tell you your admission zone school by inputting an address.

Each school has a number (the admission number) of pupils it can accept in each year group. You can find details of schools' admission numbers on pages 35-40. Every local authority must decide how they will allocate places in schools. Our admission policy is on pages 8-10. You will need to look at this before deciding on a school.

Under the co-ordinated admission arrangements, you will have to submit an application and return it to us by 15 January 2012. Make sure you fill in and return your form by this date, otherwise you may not get the school you prefer. An example of the Common Application Form (CAF) can be found on page 41 - Appendix 1.

On 13 April 2012 if you apply online you will receive an email, telling you whether your child has a place at one of your preferred schools. If you applied by post, we will send a letter by 2nd class post.

- **How do you decide on which admission zone we live in?**

We use parents' or legal carers' permanent addresses when deciding on admissions. If you have two addresses, we will use the address at which you actually live to decide on the admission zone school. We will also ask you for proof that this is your main residence and in addition what arrangements will be made for your second property e.g. rental agreement, mortgage papers, solicitors letter. The LA 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.

If you are separated from your partner and the child lives for periods of time with both of you, the address we will use will be of the parent who receives Child Benefit for the child.

You should not give the address of childminders or other members of your family who may share in the care of your child. If we find out that this has happened, if a place has been offered on this basis, it could be withdrawn. See page 14 for more details.

If you are moving house and you want to apply for a place in the admission zone school for your new address, we will accept your application. However, we will not consider the school as your admission zone school until you are actually living in the property as your main home and that is your permanent residence. We may need proof that you have moved. The LA needs to be satisfied with the proof you provide before confirmation is given that your application will be treated as 'in zone'. If the school you have chosen is likely to have more people apply than there are places available, it may not be possible to give your child a place at the admission zone school even though you live in the school's zone.

To check the availability of places at the admission zone school serving the area of your new home, you should contact the Admissions Officer on 01642 526605 for more details.

- **What proof would you ask for?**

So that we can confirm you are living in the property we would ask for a Council Tax Bill, Utility Bill - Electricity, Gas or land line telephone bill, Child Benefit letter or medical card showing child's name at the current address. The bills would need to be within the last 3 months and original documents.

- **Can I ask for a school in another admission zone?**

Every parent has the right to ask for a place for their child in another admission zone school. We must meet your request unless we consider that admitting any more pupils would 'prejudice either the efficient delivery of education or the efficient use of resources'. (Plain English Campaign's Crystal Mark does not apply to this reference.) It would be your responsibility to ensure your child attends school regularly if the preferred school is some distance from your home.

If there are enough places for all the children who want to go to a particular school, then all these children will be allocated places. If there are more pupils wanting to go to a school than places available, we will apply the admission policy to decide who will get places. Our admission policy is set out on pages 8-10.

- **What do I do when I receive my letter to apply?
(Example of CAF on page 41 - Appendix 1)**

You will need to apply online by 15 January 2012.

You should read the next section explaining what happens to your application after we receive it. You can then include any details that you consider relevant. If you have any questions about this, please contact the Admissions Officer for advice. The phone number is 01642 526605. Or, you can ring us to make an appointment. The address is on page 1.

For a primary school place, you must apply by 15 January 2012. If you do not, it may not be possible to give your child a place at your preferred school.

Summary of main dates for applying for primary schools - September 2012

School nurseries hand out letters to parents:	Week beginning 14 November 2011
Closing date for applying online or common application forms:	15 January 2012
Decision letters sent out 2nd class post to parents:	13 April 2012
Applicants who applied online will receive an email:	13 April 2012
Appeal hearings held:	End of May/June 2012

The closing date for applications falls on a Sunday so any applications received through external post services on the morning of Monday 16 January 2012 will be classed as on time. Any others received on that day will be classed as late.

• What happens after I have sent in my application?

Once you have sent us your application (paper or online), we will record your details on our computer system where they are stored until after the closing date.

After the closing date, we look at all the applications we received on time and send any applications for Voluntary Aided schools to them.

If the school you prefer is oversubscribed we have to offer places in line with our policy, which sets out which pupils will get priority,

Admission policy for community schools and voluntary-controlled schools

All governing bodies are required by section 324 of the Education Act 1996 to admit to the school a child with a Statement of Special Educational Needs (SEN) that names the school. This is not an over subscription criterion. This relates only to children who have undergone statutory assessment and for whom a final statement of SEN has been issued.

- 1 Pupils who are in the care of the local authority.
- 2 Pupils who need specialist provision due to their complex needs.

This criteria applies to pupils who have Special Educational Needs, who do not have a statement and through the Review process have been identified as in need of a 'named' mainstream school that can offer the relevant support and resources.

- 3 Pupils who have a brother or sister living at the same address and are still at the school when the pupil begins.

We define brother or sister as follows.

- a A brother, sister, stepbrother, stepsister, adopted brother or sister, or children of partners who are living at the same address as a family unit. (In all cases, the parent who receives the Child Benefit for those children must permanently live at that address with the children.)
- b We will consider brothers or sisters who live in separate households because the parents are separated and have shared responsibility for the children under conditions covering exceptional circumstances. This does not include separate families living together in the same property.
- c For twins, triplets and so on, a or b will apply for secondary school however for primary school places have to consider infant class size, so we will ask the parent which sibling should receive the place (if only one place left).
- d If there are other family situations where there are different carers, eg, aunts, uncles or grandparents, each individual case will be considered.

Siblings in 6th form

- e If a parent applies for a place in Y7 at Conyers or Egglecliffe and at the same time applies for a place in 6th form for an older child who has not previously attended either of those schools, even if the older child is offered a place, this will not be classed as a sibling link.
- f If you have a child who is attending one of the school 6th form colleges and will still be there when a younger brother or sister starts in the same school, this will be classed as a sibling link.
- g If the older child has attended either of these schools and is transferring to the same school 6th form when the younger brother or sister starts at the school, this will be classed as a sibling link.

- 4 Pupils who are permanently resident within the admission zone who have returned a School Admission form by **15 January 2012 for Primary and 31 October 2011 for Secondary**.
- 5 Pupils who have social or medical reasons for being admitted to the school which would, should the child not be admitted, cause him or her to be seriously disadvantaged or put their personal safety at risk. For each case we will need proof from an independent person such as a medical specialist who has been involved with the child over a period of time, a social worker, an attendance officer or another professional. We will not offer places within this category, based on a child's ability or intelligence.

We set up a panel to look at any applications where there are social or medical reasons. The panel is made up of professionals from Children, Education and Social Care and Community Health. (for example, a psychologist, a special needs officer, a resource manager, a paediatrician and an education officer from school admissions). The proof provided by parents is to confirm the social or medical condition and must also indicate why the child has to attend the preferred school as opposed to any other.

- 6 Pupils who attend the nursery of the school they wish to attend on a full-time basis at the time of application.

7 Pupils who live closest to a particular school measured in a straight line (“as the crow flies”). This will be measured electronically from a point of the school (this point will be the same for all applications) to a point of the home (including flats).

If there are more preferences from pupils living in the admission zone than there are places available (condition 4), we will give priority to the children who fall into that category in line with the rest of the conditions, in the following order.

- Pupils with social or medical reasons for choosing the school.
- Pupils attending nursery
- Pupils who live nearest the school.

Since September 2000, we do not guarantee school places for pupils who live within the admission zone, if the school is full. (This normally relates to those families who move into the area during the school year.)

On the 1 March 2012 for secondary and 13 April 2012 for primary we will send you a letter by second-class post telling you which school your child has been given a place at or if you applied online you will receive an email on the published dates above.

What if I was to change my preference?

If you want to change your preference before the closing date, you will need to write to the admissions officer to let them know, along with your reasons why or you can edit your application online if before the closing date. After the closing date, unless your circumstances have changed (for example, you have moved house), we may not agree to change your preference.

Please also note that any change of preference after the closing date will normally be classed as ‘late’. This means that your application will be considered after all those received on time.

Equal Ranking

Applications will be allocated using a process called Equal Ranking. This means that all preferences put down on your online form or common application form will be treated equally. However, we will try to meet your highest ranked preference.

Waiting lists

If you do not get a place at a school we maintain, we will place your child’s name on a waiting list. If a place becomes available at your preferred school, we will give places to children on the admissions waiting list in line with the admissions policy. We will take your child’s name off the waiting list at the end of the autumn term. In some circumstances eg Fair Access Protocol*, places can be allocated above pupils on the waiting list. Please ring the admissions section on 526605 for more information about this.

*More information about this can be found on page 27.

If you cannot get a place for your child at a voluntary-aided (church) school, you will need to contact the school direct for their policy on waiting lists.

All schools will hold waiting lists for at least one term after the beginning of the new school term.

Late applications

If you send your form in after the closing date (15 January 2012 for primary and 31 October 2011 for secondary), it will be classed as late and we will only consider it after all the forms we received on time.

If you move into the admission area after the closing date and we have not already decided where to offer children places, your application will be classed as being received on time. However, you will need to provide the necessary proof - see page 7.

If you apply after the closing date and we have already offered the places, you may not get a place at the school you want.

- **How do you decide when a community or voluntary-controlled school is full?**

The Government has introduced a different way of assessing how many pupils can go to a particular school. This is called the 'net capacity assessment'. This assessment will apply to all mainstream community and voluntary-aided schools and will give an admission number to tell us how many pupils can go to a school. If a school feels they can take more pupils without affecting the quality of the education they provide, they can do this and we will publish the higher number. However, if the school feels the number is too high, we must publish the lower number and give our reasons.

You can object to the lower number by contacting the School Adjudicator. You can get more details of how to do this by phoning the Admissions Officer on 01642 526605.

If a school has taken pupils up to the admission number, they can only take more pupils in exceptional circumstances. Exceptional circumstances would include situations such as children in families escaping domestic violence, or a child who uses a wheelchair and needs a school with wheelchair access. This does not affect your right to appeal. See page 13 for more information.

Admission numbers for each primary school are listed on pages 35-39.

- **I understand the Government wants infant class sizes to be 30 or below. What does this mean?**

In 1998, an act was brought in that said local authorities and school governing bodies must make sure that by September 2001, infant classes have no more than 30 pupils in them, with one trained teacher.

There are certain exceptions that can be allowed, but in most cases where a school is above 30, they would have to reorganise by the following September.

More information about this can be found at the Department for Education's website (DFE): www.dfe.gov.uk or by ringing School Admissions on 01642 526605.

Applying for a place in a voluntary-aided (VA) school

- **What do I do if I want my child to go to a voluntary-aided (church) school?**

There are 17 voluntary-aided primary schools in the borough of Stockton-on-Tees. We have included these in the list of schools on pages 35-39. The governing body of each of these schools decides upon the conditions for each school. The admission policy of these schools is published on our website www.stockton.gov.uk/schooladmissions and click VA policies. However, you will still need to apply for a place online by 15 January 2012. The VA Church of England (CE) or Roman Catholic (RC) primary school may contact you for more information after the closing date as you may need to complete a supplementary form. Copies of these forms are available from the school or school admissions and copies available on the above website.

- **I want my child to go to a Roman Catholic (RC) primary school. What do I do next?**

You should put your preferred schools on your CAF or online form.

The Roman Catholic school's governing body will be responsible for deciding who gets places and then pass that information onto us. Roman Catholic schools will be sharing information with us to try and make sure you get one of the schools you prefer. If there are two Roman Catholic schools that can offer you a place, we will give you the school which you have put as a higher preference.

We will write to you on 13 April 2012 by second-class post or send you an email if you applied online to let you know which school your child has been given a place at. If you are unsuccessful, you do have the right to appeal against the decision. If you want to appeal, you should fill in the form sent with your allocation letter and return to the address on the form. You can get a booklet explaining your rights and the appeal procedure from the Admissions Officer by phoning 01642 526605 or from our website, www.stockton.gov.uk/schooladmissions.

- **What if I want my child to go to a Church of England (CE) primary school?**

You should put your preferred schools on your CAF or online form.

The decision on admissions to voluntary-aided Church of England schools rests with the governing body of the school. However, generally speaking, if you live in the admission zone of the school, your child will be given priority when places are decided. You will still need to fill in a common application form and return it to us, or apply online by the closing date.

If you live outside the admission zone and you are a practising Anglican, they will consider your application favourably. You may have to provide a letter from your parish priest or vicar confirming that you go to church regularly. If you live outside the admission zone and you are not a practising Anglican, your child may still go depending on whether there are places available and on your personal circumstances.

If you are turned down, you can appeal against the decision. You will need to complete the form sent with your decision letter and return it to the address on the reverse of the form. You can get a booklet explaining your rights and the appeal procedure from the Admissions Officer by phoning 01642 526605 or from our website below.

Please note: The governing body may want some more information from you (for example, a baptismal certificate for your child) before any decisions are made. Please make sure you return this to them. This can apply to RC and CE schools.

Admission policies - voluntary-aided primary schools

All voluntary-aided schools have separate admission policies relating to their individual school. You can get a copy of the admission policy from our website on [www.stockton.gov.uk/school admissions](http://www.stockton.gov.uk/school-admissions) and clicking 'VA Policies' or you can ring the school or school admissions on 526605 and we will send you a copy.

School	Web address	Contact no.
Christ the King RC Primary	www.sbcschools.org.uk/christtheking	(01642) 761252
Holy Trinity Rosehill CE Primary	www.holytrinityrosehill.stockton.sch.uk	(01642) 581239
Our Lady of the Most Holy Rosary RC Primary	www.mostholynosary.stockton.sch.uk	(01642) 552274
St Bede's RC Primary	www.stbedes.stockton.sch.uk	(01642) 678071
St Cuthbert's RC Primary	www.stcuthberts.stockton.sch.uk	(01642) 601567
St Francis of Assisi CE Primary	www.stfrancis.stockton.sch.uk	(01642) 769942
St Gregory's Catholic Primary	www.sbcschools.org.uk/stgregorys	(01642) 672262
St John the Evangelist RC Primary	www.stjohntheevangelist.stockton.sch.uk	(01642) 643400
St Joseph's RC Primary (Billingham)	www.sbcschools.org.uk/stjosephpri	(01642) 560056
St Joseph's RC Primary (Norton)	www.stjosephs.stockton.sch.uk	(01642) 360401
St Mark's Elm Tree CE Primary	www.stmarks-elmtree.stockton.sch.uk	(01642) 580774
St Mary's CE Primary	www.st-marys.stockton.sch.uk	(01642) 581716
St Patrick's RC Primary (Stockton)	www.stpatrickspri.stockton.sch.uk	(01642) 580850
St Patrick's RC Primary (Thornaby)	not yet available	(01642) 676724
St Paul's RC Primary	www.stpaulsprimary.co.uk	(01642) 360022
St Thérèse of Lisieux RC Primary	www.sbcschools.org.uk/sttherese	(01642) 763623
William Cassidi CE Primary	www.williamcassidi.stockton.sch.uk	(01740) 630270

Appeal procedure

- **What are my rights of appeal?**

If it is not possible for us to offer a place at your preferred school, you have the right to appeal to an independent appeal panel. To appeal, complete the form sent with your refusal letter with details of your case. An appeal booklet is available from the Admissions Officer by phoning 01642 526605 or looking on our website, www.stockton.gov.uk/schooladmission. Send the completed form back to the address on the back of the form.

Advice and support on admission appeals can also be given from the Choice Adviser, contact 01642 526603 or email choiceadvice@stockton.gov.uk

If your appeal was not successful and you want to apply again to the same school in the same academic year, we will only consider your application if there have been significant changes in your circumstances that could affect your new application.

The Advisory Centre for Education provides free, independent advice on the admissions and appeals process and a range of education issues including bullying, exclusion, SEN and attendance. For advice call 0808 800 5793 Monday - Friday, 10am - 5pm. Admission Appeals information line 020 7704 9822 or for further information visit www.ace-ed.org.uk.

Can you withdraw the offer of a place for my child?

We offer places based on the information you give us when you applied online or completed the common application form. We may withdraw a place if you give us false or inaccurate information. If we believe the information you have given may not be accurate, we may check it with your child's primary school. If it is to do with your home address, we usually need to see original document of:

- a Child Benefit letter or medical card;
- a Council Tax bill; and
- a bill from your gas, land line phone, water or electricity company.
- If you have recently separated from your partner we may ask to see a solicitors letter for example. Until we are satisfied that the information you provide supports the changes you tell us about, we may not accept your reasons. Under these circumstances we would use the original information that was provided.
- If you have recently rented a property in this area we may ask to see tenancy agreements and any information related to what you have done with your previous property.

If we find that your child has been given a place based on false or inaccurate information, and your child has not started at the school the LA would withdraw the place. However, we will not take their place away if they have already started at the school, but we will not give any of their brothers or sisters any priority. This means that we will treat any applications for younger children the same as any other children without brothers and sisters already at the school.

Applications outside of normal admission times and requests for school transfers

Since September 2010 the LA co-ordinates all through year transfers, a scheme outlining the process is published by the LA on our website or you can ring the Admissions Office on 01642 526605. This means that all the applications for school places in-year is done through the LA.

- **What do I do if I want to change the school my child goes to?**

You may not be able to avoid changing school because of a house move. If there are other reasons for wanting your child to change school, you need to carefully consider the matter. A change of school can be traumatic for a child as they lose friends and established relationships with teachers.

You should always discuss the situation with the head teacher of your child's current school before you contact us.

If, following discussion with the school, you still want your child to transfer schools, you should contact us to ask for a 'school transfer request form'. You must then return the form to the Admissions Officer. The address is on page 1.

If we have two applications for one place, and both have equal priority, we will apply the admission conditions on pages 8-10.

If you apply for a transfer, it will not be an automatic process. The Admissions Service will want information from the schools concerned and will only approve a transfer if the relevant school agrees. However, this does not affect your right of appeal if you do not agree with the final decision.

It takes some time to deal with applications for transfers, between 5 and 10 working days unless there are difficult circumstances and we have to involve other sections eg. special educational needs or inclusion services.

Please note, the LA's policy is that we do not reserve school places ahead of time for requests of school transfer. You should make your request about two to three weeks prior to the date you would wish to have your child transfer. If your request is received too early, we will hold it until closer to the time you will require the place.

- **If I have just moved into the area, how do I find out about schools in the area?**

If you are new to the area, you may not know which schools are closest to you and which is your admission zone school. You can find out by looking at www.stockton.gov.uk/schooladmissions and clicking on maps@stockton at the bottom of the page or you can contact the Admissions Officer on 01642 526605 who will give you this information. They will also send you a map of your admission zone if you ask for one. They may also be able to tell you which schools have places. (You are not restricted to these schools. You could apply for any school.) You can get more information on schools on pages 35-40.

- **Do I need to fill in a form or can I approach a school?**

You need to fill in a form which you can get from the School Admissions Office, contact 01642 526605 or visit the website where you can download one. Forms are also available in schools, libraries and main council reception areas in Stockton-on-Tees.

- **What if I have bought a house in Stockton Borough but want a school in another Borough?**

You will still need to fill in a form as Stockton LA is responsible for dealing with requests for schools in other Boroughs. We will write to you with the decision.

- **How long will this take?**

We would always aim to process straight forward applications between 5-10 working days.

Information about Secondary School

- **What choice of secondary school do I have for my child?**

You have the right to say which secondary school you would prefer, including community and voluntary-aided or even schools outside the Borough of Stockton-on-Tees (see below).

- **Does the school I prefer have to be within the Borough of Stockton-on-Tees?**

Just as parents living outside the Borough can ask for places for their children in our schools, you can ask for a place in a school in another borough or county.

Under the 'Greenwich Judgement' of 1989, local authorities cannot discriminate against applications from outside their area and must treat all requests in the same way.

- **What should I do if I am a parent living outside Stockton-on-Tees and would like my child to go to a school maintained by the local authority (LA) in Stockton-on-Tees?**

You should contact your 'home' local authority and ask for one of their common application forms. You should return the form to your 'home' authority, naming the Stockton-on-Tees school you would like your child to go to. Your 'home' LA will work with us in considering your preferences under their co-ordinated admission arrangements. We will consider your application using the same conditions as applications from Stockton-on-Tees parents. We cannot guarantee that we will be able to give your child a place in a school in Stockton-on-Tees, so you should also consider applying for a school in your local authority's area. If we can offer you a place, your own authority will write to you on our behalf on 1 March 2012.

- **How do I know which is my home LA?**

Your home LA is the authority that you pay your Council Tax to.

- **Pupils from abroad, and children of UK and other Crown servants**

See page 5

- **What should I do if I am a parent living in Stockton-on-Tees and would like my child to go to a school maintained by another local authority (or an aided school within another authority's boundaries)?**

You should fill in and return a Stockton-on-Tees common application form or apply online. We will contact the other local authority under our co-ordinated admission arrangements and ask them if they can offer your child a place at their school. They will apply the admissions conditions appropriate to that school and if they can offer your child a place, we will write to you offering the place on their behalf on 1 March 2012 or email if you applied online.

We will send you details of how you can make an appeal if they are not able to offer your child a place at your preferred school. These admission arrangements apply no matter where your child goes to primary school.

- **How do I decide which school would best suit the needs of my child?**

All schools in the borough try to achieve the highest standards possible and are continuously improving.

Every school produces a prospectus giving information about the school, including the subjects on offer, extra-curricular activities, class sizes, arrangements for school meals and the school uniform.

The prospectus also includes details of policies the school has on behaviour, discipline, avoiding bullying, and special educational needs. School prospectuses are a valuable source of information and you can get them direct from the school. The addresses and phone numbers of the secondary schools in the borough are on page 40. You can view them by looking on the school's website.

Every secondary school has an open evening which is usually held during the autumn term. Visiting the schools you are interested in will give you first-hand experience of the facilities and teaching staff and will allow you to ask any questions you may have. Details will be included in with your letter and can also be viewed on page 22.

You can get more information free of charge, such as school and college achievement tables published by the Department for Education (DFE) by calling their order line on 0800 242322, or by e-mail at: coi.perftables@isky.co.uk, or you can visit their website on www.dfe.gov.uk/performance/tables. You should use this information carefully as it can be misleading if you are not aware of all the factors that can influence results. You should only use school and college achievement tables as part of the overall decision about the school you feel is most suitable for your child.

You can also find reports about schools in the area on the website of the Office for Standards in Education (Ofsted) at www.ofsted.gov.uk/reports.

You could also speak to the Choice Adviser who can give you independent advice. Phone 01642 526603, email: choiceadvice@stockton.gov.uk. Transport to schools can be an issue when choosing a school. You can find details on page 23.

- **What is the likelihood of getting a place at my most preferred school?**

On page 32 is a table showing the number of pupils admitted to community schools in September 2011, and the conditions under which they were accepted.

You need to take account of the likelihood, based on your circumstances, of getting a place for your child at your most preferred school. You should also consider where you would fit into our admission policy, which you will find on pages 8-10.

If you have any questions about this, please contact the Choice Adviser on 01642 526603.

- **My child has physical difficulties - how do I know which school to choose?**

The Education Service fully supports 'inclusion' (all children being involved equally) so you will be able to look at all the mainstream schools in the borough. When you fill in a common application form for a place in secondary school for your child you will need to tick the box if your child will need help getting around the school building. We will give this information to the officer responsible for school buildings.

- **How do I apply for a place?**

If you live in Stockton, you will need to apply on line (address below) by the closing date or fill in the CAF. An example of the CAF is included on page 41 at the back of this booklet.

If you live outside the Borough of Stockton, please contact your 'home' LA for a form. You will find contact details of neighbouring LAs on page 34.

You can ask for as many schools as you want, the form gives space for three schools and you must list them in order of priority. The schools you want may be community schools or voluntary-aided schools. The admission policies are different for community and voluntary-aided schools, so you should read the relevant sections of this booklet and, if necessary, discuss your circumstances with the Admissions Officer before filling in the form. Or, you could ask for help from the Choice Adviser who is independent from us. You can phone on 01642 526603 or email choicetadvice@stockton.gov.uk

Admission Policies are posted on our website (address below)

We will offer places based on equal ranking. This means you can list up to three schools on the common application form in order of 1st, 2nd or 3rd choice. However, we will always try and meet your first choice if possible. We must treat all choices equally when deciding places.

Please note: Do not waste your preferences by putting the same school 3 times as this will reduce your chances of gaining a place in other schools if we cannot meet your only preference.

Please now read the procedure for admitting pupils to schools on page 20.

If you have any questions about this process, please contact the Admissions Officer on 01642 526605.

The closing date for returning the common application form or online application to us for secondary schools in September 2012 is 31 October 2011.

- **Having decided on the school I would prefer, what do I do next?**

If you want your child to go to the admission-zone school, you should list that school as number 1 on your CAF or when you apply online. **You must apply no later than 31 October 2011.**

If you want to ask for another school, you must complete the CAF or online application stating the schools you would prefer your child to go to in order of which you prefer.

If you want your child to go to a voluntary-aided school, or a school or college outside of the area, please include these details on the common application form. If you apply direct to a voluntary-aided school, the school will return your form to us.

It is important that you apply by **31 October 2011**. If you do not, you may not get a place, even in your admission-zone school. If you do not ask for any other school, the Admissions Officer will give your child a place at a school that has places left – this may not be your admission-zone school.

If your child is offered a place at a school you listed as your second or third choice and you accept, you can still appeal against our decision not to offer your child a place at the school you listed as your first choice.

You should apply by **31 October 2011**.

- **Summary of main dates for secondary admissions for September 2012**

Closing date for all applications: 31 October 2011.

Letters sent to parents with allocation: 1 March 2012 by 2nd class post or by email on that day if you applied online.

Appeal Hearings arranged: End April 2012.

- **Can you withdraw the offer of a place for my child?**

See page 14.

- **What happens after I have sent in my application?**

Once we receive an application, we make a note of it to make sure it doesn't go astray. If you apply online you will get an email straight away to acknowledge receipt of the application.

After the closing date, we will exchange information with other LAs and voluntary-aided (VA) schools to inform them about applications for their schools that have been made through your 'home' LA.

If there are enough places available for all of these pupils, we will admit them all. If there are not enough places, we will give priority to applications for admission to a school in line with our admission policy, which is set out on pages 8-10.

If a school feels that they can admit a higher number without affecting the quality of education they provide, they can do this and we will publish the higher number. However, if a school feels that the admission number is too high, we must publish the lower number and give our reasons.

You can object to this proposed lower number by contacting the School Adjudicator. You can get details of how to do this from the Admissions officer on 01642 526605.

If a school has admitted pupils up to the admission number, they can only admit more pupils in **exceptional circumstances**. Exceptional circumstances would include situations such as escaping domestic violence, or a child who uses a wheelchair and needs an accessible school. This does not affect your right of appeal.

The contact details on page 40 gives the admission number for each secondary school in the Borough of Stockton-on-Tees.

- **Late applications**

See page 11.

- **What and how much information do I give in the CAF or online form?**

We will consider your application for a place at a school based on the information you provide on your application. There is space for you to give reasons for your preferences. However, if a school has more applications than places available, we may need to ask you about your circumstances. Give enough detail for the Admissions Officer to get a firm idea of the issues and problems. We will contact you if we need more details or an explanation.

The procedure for admitting pupils to community schools

- **How do I apply for a place at a community school?**

Our Borough is divided into areas known as 'admission zones'. An admission zone is given to each school within our Borough and where you live will affect which school this is.

You can ask for a map of any school admission zone by phoning the Admissions Officer on 01642 526605, or look on the following website - www.stockton.gov.uk/schooladmissions and click the maps@stockton at the bottom of the page.

When giving out places at a school, we will give priority to the pupils who live within the community admission zone of the school they have applied for but you must have applied by the due date.

- **How do you decide on which admission zone we live in?**

Please see page 6.

- **What happens if I cannot get a place at my preferred school?**

If we cannot agree to any of your preferences, we will write and tell you. We will then enter your child's name on the waiting list for your preferred school. This does not affect your right of appeal. You will find more information about your rights of appeal in the next section. If we accept a pupil at a school as the result of an appeal, we will take their name off the waiting list. If places become available because we withdraw allocated places, we will fill them from the waiting list.

The waiting list for community schools will be kept open until the end of the school year.

We will give places to pupils on the waiting list based on the admission conditions, not on how long they have been on the waiting list. For example, if a parent moves into a school's admission zone and have provided the necessary proof, their child would have priority over a child already on the waiting list but who lives outside the zone.

This applies to community schools only. For information on voluntary-aided (church) schools, you will need to contact the individual school, details are at the back of this book.

Applying for a place in a voluntary-aided school or Academy

- **What do I do if I want my child to go to a voluntary-aided (church) school?**

The Borough of Stockton-on-Tees is divided into admission zones for voluntary-aided schools. Within every zone there is a voluntary-aided secondary school.

There are five voluntary-aided secondary schools in Stockton-on-Tees:

- All Saints Church of England School;
- Ian Ramsey Church of England School;
- Our Lady and St Bede Roman Catholic School;
- St Michael's Roman Catholic School; and
- St Patrick's Roman Catholic School.

There are two academies in Stockton-on-Tees:

- Thornaby Academy
- North Shore Health Academy

If you want a map of any school's admission zone, please call the Admissions Officer on 01642 526605 or see www.stockton.gov.uk/schooladmissions and click on maps@stockton. The governing body of each of these schools decides on the conditions for each school. The admission policy of these schools is published on our website below or by contacting the school direct. You should read these pages as they give more information about the admission procedures for the schools.

Having decided which schools you would prefer your child to go to, you should list them in order of priority (from first to third choice) when you apply online by the **31 October 2011**.

Your preferences do not have to be limited to community schools, voluntary-aided schools or academies – you can include any of these on your list.

- **What happens after I have sent in my form?**

Once we receive a form, we make a note of it to make sure it doesn't go astray. The new co-ordinated admission arrangements involve LAs processing the forms and sending the information to the relevant admission authorities. This will happen on 11 November, so after that date you may be contacted by a particular voluntary-aided school to fill in a supplementary form or to give information to prove your religious denomination. Supplementary forms are available from the school or School Admissions. They are also available on the website www.stockton.gov.uk/schooladmissions and clicking on 'VA Policies'.

If you apply direct to a voluntary-aided school in Stockton-on-Tees, they will ask you to contact the admissions section as you will need to fill in a CAF or apply online from your 'home' LA. The governing body will consider your application against the conditions given in the admission policy of the school. You can contact the schools direct or look at our website below to view individual VA admission policies.

Applications outside normal admission times and requests for school transfers Please see page 14-15.

Appeal procedure Please see pages 13.

Admission policies for voluntary-aided secondary schools or Academies

All voluntary-aided schools and academies have separate admission policies relating to their individual school.

You can get a copy of the admissions policy from our website on www.stockton.gov.uk/schooladmissions and clicking 'VA Policies' or 'Academies' or you can ring the school or school admissions on 526605 and we will send you a copy.

School	Web address	Contact no.
All Saints CE VA	www.allsaints.va.co.uk	(01642) 754650
Ian Ramsey CE	www.ianramsey.org.uk	(01642) 585205
Our Lady and St Bede RC	www.olsbconnected.co.uk	(01642) 890800
St Michael's RC	www.stmichaelsrc.org	(01642) 870003
St Patrick's RC	www.stpatricks.stockton.sch.uk	(01642) 613327
North Shore Helath Academy	www.nshacademy.org.uk	(01642) 612381
Thornaby Academy	www.thornabyacademy.org.uk	(01642) 763244

Dates and times of secondary school open evenings

All Saints CE School	6 October	6pm
Bishopsgarth School	27 September	6pm
Conyers School	27 September	6 - 8pm
Egglescliffe School	22 September (parents only)	7.30pm (presentation evening)
	13 October (parents & year 6 pupils)	7pm (open evening)
Grangefield School	4 October	6 - 8pm Visits during the day by appointment only
Ian Ramsey CE School	29 September	6pm - 8pm
Northfield School		
Thames Road Site	26 September	6.30pm
North Shore Academy	6 October	5 - 8pm
Our Lady and St. Bede RC School	20 September	6 - 8pm
St. Michael's RC School	4 October	6 - 8pm
St. Patrick's RC School	26 September	5 - 7pm Visits during the day by appointment only
Thornaby Academy (formally Thornaby Community School)	3 October Open days 20, 22, 27, & 29	6 - 8pm 9.30am

General information

Help with travelling costs to and from school?

If your child is five to seven years old, is going to the admission zone primary school and lives more than two miles from the school, you may be eligible for free transport. If you have a child who is between eight and 16 years old, is going to the admission zone primary or secondary school and you live more than three miles from the school, you may be eligible for free transport. The Community Transport Team (CTT) will organise this. You can contact them on 01642 527117. (The distance between your home and the school is measured by a computer program using the shortest safe walking distance.) We will consider other cases if there are exceptional circumstances (for example, where the distance from the admission zone school was less than the miles shown above but the route could be quite dangerous for the child to walk.)

Pupils going to a school you have chosen that is not the admission zone school are not usually eligible for help with travel costs unless the school is more than the miles shown above from your home and closer than the admission zone school.

If your child is going to a voluntary-aided school because of your family's religion and the nearest appropriate school is more than two miles (for five-to seven-year-olds) and three miles (for eight to 16-year-olds) from your home, you may be eligible for help with travelling costs. To receive help, at least one child or parent must be baptised Catholic or, if they are of Anglican faith, at least one parent must regularly go to an Anglican church. You will need to speak to the CTT on 01642 527117 for more information.

In some cases there may be spare places on the coaches the CTT use to transport pupils who receive free transport. We may offer these seats at a cost of £90 a term to pupils who are not eligible for free transport, but the CTT will have the final decision. However, even if you have paid, the CTT cannot guarantee that seats will be available.

The CTT may withdraw your child's seat if it is needed for a child who is eligible for free transport. In these circumstances, we may consider refunding part of your contribution. For more information, please contact the Community Transport Team on 01642 527117.

(The £90 fee is correct at the time of going to print but is subject to change.)

If my child receives free school meals, or I receive the highest level of Working Tax Credit, would I be able to get help with the cost of transport to primary or secondary school?

We must give free travel to school for people on a low income. If your child is entitled to free school meals*, or you receive the highest level of Working Tax Credit, you may be entitled.

*eligibility criteria is shown on page 25.

Children at primary school

We will give children under age eight, free transport to their nearest qualifying school, if the school is more than two miles from their home.

A qualifying school is:

- a community, or voluntary-aided school;
- a community or special school;
- a non-maintained special school;
- a pupil referral unit;

Children at secondary school

We will give young people from families on a low income who are between 11 and 16 years old help with transport to one of their three nearest qualifying schools, as long as they live more than two miles, but not more than six miles, from that school.

A qualifying school is the same as above.

If I want my child to go to a secondary school based on my religion or belief, would I be able to get help with transport?

If you want your child to go to a particular school based on your religion or belief, your child will get help with transport to the nearest suitable school, if they live more than two miles, but not more than 15 miles from that school. You would need to get the same benefits as described on page 25 and show us evidence of your faith in line with our current transport policy.

If you think you might qualify for help with transport, please phone the community transport team on 01642 527117.

We will measure distances by the shortest, safe walking route from your home to the school.

I live in the admission zone of my preferred primary or secondary school and my child is eligible for free school transport. Will free transport continue until they leave school in year 11?

If your circumstances stay the same, your child will continue to be eligible for free school transport. However there are times when you would have to be assessed again. Here are two of the most common reasons.

- **Moving from primary school to secondary school** - Admission zones and distance conditions change when children move from primary to secondary school.
- **Moving house** - if you move into a different admission zone during the school year, we would always expect you to move your child to the local school where there are spaces. If there are no spaces at the local school, we would expect you to move your child to the next nearest school with spaces. Whether transport would still be provided depends on the distance from home to that school (more than two miles for five-to seven-year-olds and more than three miles for eight- to 16-year-olds.)

If you prefer to leave your child at their original school, you would then be responsible for getting your child to that school.

A copy of the Home to School Transport policy is available at www.stockton.gov.uk/schooladmissions or you can ring 526605 or 527117 and we will send you a copy through the post.

Free school meals

Every school provides a midday meal for pupils. For the current cost of a daily meal, please check with the school. Some schools have a cafeteria system where children can buy food such as sandwiches and drinks. Your child will be entitled to one free meal a day (up to a cost set by the school).

If you receive the following benefits, your child is entitled to receive free school meals.

- Income Support (IS).
- Income related employment and support allowance (ESA)
- Income-based Jobseekers Allowance (IBJSA).
- Support under part 6 of the Immigration and Asylum Act 1999 or Child Tax Credit, as long as you are not entitled to Working Tax Credit and had an income (as assessed by HM Revenue & Customs) of not more than £16,190 a year on 6 April 2011.
- Income-related employment and support allowance.
- Guarantee part of Pension Credit.
- Children who receive IS or IBJSA are also entitled to receive free school meals.

For more information about free school meals, you should contact the Free School Meals Section on 01642 526606 or see our website (www.stockton.gov.uk/schooladmissions).

(The £16,190 limit is correct at the time of going to print but is likely to change in April 2012).

Help towards the cost of school uniform

Most primary schools in the Borough of Stockton-on-Tees have a school uniform, but it is not compulsory. The governing body of individual primary and junior schools decide whether pupils should wear a uniform. However, all secondary schools in the borough have a school uniform. You can find details of the uniform in the school prospectuses. If your child receives free school meals and is in any of years 7 to 11, you are entitled to £30 towards the cost of a uniform for the year.

School trips

Schools cannot charge for activities during school hours which are an essential part of the curriculum. However, schools may ask for voluntary contributions to help with the cost. You may be charged for events your child takes part in outside the school day, for example, school camps. The governing body of every school has a policy on this and you should contact the school itself for more details. The phone numbers of all schools in the borough are on pages 35-39 (for primary) and page 40 (for secondary).

Special educational needs

We are responsible for providing education for pupils with Special Educational Needs (SEN). A child in need of special education, for example, a child with a physical disability or a child with eyesight or hearing difficulties, will normally have been identified at an early stage. If, while your child is at primary school, you feel that they need special education or extra help, you should contact the head teacher or SEN co-ordinator to discuss the problems. You can also get advice from the parent partnership officer, based at Wrensfield House on 01642 527158.

For these children, teachers and SEN staff will look at the type of secondary education they need at the year 5 review of the pupil's statement of SEN. This is so that if the review recommends your child goes to a mainstream secondary school, then, as a parent, you can say which school you would prefer in line with the arrangements for admission to secondary schools.

If your child has SEN, you can express a preference for a school which may not be the nearest suitable school. However, your child may not automatically be entitled to free transport. You would need to discuss this further with the SEN section. You can phone them on 01642 527125.

If your child will have problems getting into or around the school building (because of a disability), you need to let us know by answering 'Yes' or 'No' to "Will your child need any help getting into or around the school building?" in Section 2c of the common application form.

If your child has a Statement of Special Educational Needs that names a particular school, we will give your child priority for a place at that school.

What is a Statement of Special Educational Needs?

A Statement of Special Educational Needs is a document we prepare under section 324 of the Education Act 1996. We normally prepare a statement when we decide the education necessary to meet the child's needs cannot reasonably be provided by ordinary schools in the area. The statement will name the appropriate school for the child's needs and could be a mainstream or special school.

Insurance

Pupils are not automatically covered by insurance for personal accidents during school hours. However, pupils must be covered by insurance for all visits abroad, and within the UK, which involve an expected risk or an overnight stay.

The head teacher will make these arrangements at the appropriate time.

If you want your child to be covered by insurance for personal accidents during school hours (including visits out of school during school hours and sporting activities), you need to make your own arrangements.

Examinations

The head teacher decides whether a pupil should be entered for an external examination and will take account of the opinions of the teachers who know your child. The head teacher also decides which examinations your child should be entered for, and at what level. If you have any questions, you should contact the head teacher.

In most cases, the external examinations concerned will be the General Certificate of Secondary Education (GCSE) and the General National Vocational Qualification (GNVQ). These are offered to pupils of different abilities, and GCSEs are graded from A* to G. Pupils enter GNVQs at an appropriate level (such as 1, 2, 3, 4 or 5) and usually have ongoing assessments. Some pupils may have an examination at the end. There are other external qualifications on offer at schools, and you should contact the head teachers of the schools themselves for more information.

Exclusions

All schools have policies and procedures in place to promote positive behaviour and prevent bad behaviour. These policies should be available so that pupils, parents and all school staff are aware of the range of standards of behaviour expected of pupils and how the school will deal with unacceptable behaviour. Schools are expected to apply their behaviour policies in a consistent, thorough way that does not discriminate against any child, and to follow the Department for Education's guidance on exclusion from school so that it is a last resort after they have tried a range of measures to deal with the bad behaviour. There are formal procedures which the school must use if they want to exclude a child.

Parents are encouraged to work with schools to support good behaviour, and if you are concerned about your own child's or other pupil's behaviour you should talk to the school first.

Through our Inclusion Team, we provide advice and support for parents, schools and governors about exclusion and behaviour. For advice or more information, phone the Inclusion Officer on 01642 528524.

Fair Access Protocol

Each LA must have a Fair Access Protocol. All schools and academies must participate in this protocol in order to ensure vulnerable children are placed in a suitable school.

This includes admitting children above the published admission number to schools that are already full.

A copy of the LA's Fair Access Protocol can be accessed from the website www.stockton.gov.uk

Education and transport arrangements after age 16

All children will leave school on the last Friday in June, in the school year in which they become age 16. In 2012, the date is 22 June. Pupils can, of course, choose to stay in full-time education after this time if they want to, and may move on to a sixth form, a sixth-form college or a college of further education.

Briefly, the sixth-form colleges and the colleges of further education are open to all pupils as long as a suitable course is available.

Education after 16

The following places within Stockton-on-Tees offer education for children over 16.

Conyers Comprehensive School, Green Lane, Yarm, Stockton-on-Tees
<http://web.Conyers.School.UK> (click Information then Prospectuses).
 (see note 1 below)

Egglescliffe Comprehensive School, Egglescliffe, Stockton-on-Tees www.egglescliffe.org.uk (click about us then sixthform)
 (see note 1 below)

Stockton Sixth Form College, Bishopton Road West, Stockton-on-Tees
 (Phone: 01642 612611)

Stockton Riverside College, Harvard Avenue, Thornaby, Stockton-on-Tees

(Phone: 01642 865466)

Stockton Riverside, Bede College, Hale Road, Billingham (Phone: 01642 561444)

Conyers and Egglecliffe schools are responsible for admissions to their sixth-forms and their policies are not covered by the admission policy in this booklet. Information on their admission procedures and admission numbers will be published in their own prospectus. You can get a copy by contacting the school direct. Phone numbers for Conyers School and Egglecliffe School are on page 40. The other colleges and sixth forms are listed above.

Note 1

If you are refused a place at sixth form in Conyers or Egglecliffe schools, whether your child is already at the school or from outside the school, you are entitled to appeal. The appeal procedures are the same as appeals for school admissions on page 13.

- **Will there be any help with transport for my child to get to sixth form or college?**

If your child goes to a sixth form or college and lives in Stockton-on-Tees, they will be eligible to apply for a half-fare permit. The permit will cost £10 a year unless you or your family are receiving certain benefits, in which case it will be free. We will publish details in the press, and send posters to colleges and bus companies during July and August telling you how to apply. Or, you can call the information phone line on 01642 528499 or e-mail transport@stockton.gov.uk.

Information is also available on the Direct.gov and Stockton-on-Tees Borough Council websites.

A copy of the Post 16 transport policy is available on our website below and you can ring 526605 or 527117 for a copy.

School governors

Each school has its own governing body, which plays an important role in running the school. The governing body is made up of a cross-section of the local community and includes up to seven parents of children at the school. Parents have an important part to play in the work of the governing body and we hope that you will seriously consider what contribution you can make to the work of the body.

If you are interested in being a school governor, you can ask for information from our School and Governor Support Section on 01642 526419, 01642 526460 or 01642 526084.

Service standards

- **Do you publish service standards?**

We have a customer service charter which we display in all reception areas. This charter says that we will:

- respond to your letters within five working days of receiving them;
- acknowledge your e-mails within one working day and respond in full within five working days of receiving them; and
- aim to answer phone calls within five rings.

We produce a leaflet that tells you about our service standards in more detail. If you would like a copy, call our Admissions Section on 01642 526605 and we will send you one.

- **How does your Admissions Section meet those standards?**

We deal with most of the letters and e-mails we receive within five working days, and we answer phone calls within an average of six rings.

- **How can I let you know about the service I have received?**

We have leaflets available for you to use to give your views and tell us what we are doing right or wrong. You can get a leaflet by calling the Admissions Section on 01642 526605 or by calling the council switchboard on 01642 393939. You can also e-mail schooladmissions@stockton.gov.uk, or call into any council reception. The leaflet will give you information about how we will deal with your views.

- **If I complain to you about the service you have provided, will it affect my right to appeal for a school place?**

No, this will not affect your right to appeal for a school place if the LA has not been able to offer your child a place at your preferred school.

Admission statistics for oversubscribed Primary, community and controlled schools 2011:

Name of the school	Number of pupils offered places in line with conditions 1 to 7 of the Admission Policy for 2011 below.							Number of appeals heard/ upheld	Number of places that were offered after the closing date	Total	School admission number
	1	2	3	4	5	6	7				
Barley Fields*	1	1	22	36	1	35	0	-	0	60	60
Billingham South	0	0	21	27	0	2	0	-	4	54	54
Bowesfield	0	0	9	9	0	2	0	-	4	24	24
Crooksbarrow	0	0	19	16	0	1	0	-	0	36	36
Durham Lane	0	0	17	7	0	4	2	-	0	30	30
Egglescliffe CE	0	0	15	9	0	5	0	-	1	30	30
Fairfield	0	0	23	16	0	16	2	-	3	60	60
Frederick Natrass	0	0	13	14	0	1	2	-	0	30	30
Hardwick Green	1	0	13	16	0	0	0	-	0	30	30
Harrowgate	3	1	20	15	1	16	1	-	3	60	60
Hartburn	0	1	35	19	0	14	1	-	0	70	70
Ingleby Mill	0	1	35	34	0	6	12	-	0	90	90
Junction Farm	2	0	14	10	0	2	1	-	1	30	30
Levendale	1	0	15	5	0	1	2	-	6	30	30
Mill Lane	0	0	13	12	0	5	0	-	0	30	30
Myton Park*	1	2	9	18	0	18	0	-	0	30	30
Norton	1	0	17	24	0	14	1	-	3	60	60
Pentland	3	0	14	17	0	7	1	-	5	47	47
Roseberry	0	0	23	15	0	21	1	-	0	60	60
St John's CE	0	0	15	7	0	0	8	-	0	30	30
The Glebe	0	0	13	9	2	13	1	-	6	44	44
The Links	0	0	9	4	1	15	1	-	0	30	30
The Oak Tree	2	0	22	24	0	6	0	-	6	60	60
Thornaby CE	0	0	13	14	1	7	10	-	0	45	45
Village	0	0	8	15	0	6	1	-	0	30	30
Whitehouse	1	6	17	10	0	16	3	-	2	55	55
Wolviston	0	0	12	6	3	0	5	-	0	21	20

*Barley Fields and Myton Park Primary were oversubscribed with in zone applications so priority was given to those under condition 4 and then with the remaining conditions.

Admission Policy for Community Schools - September 2011

- 1 Pupils who come in the care of the LA.
- 2 Pupils who need specialist provision due to their complex needs.
- 3 Pupils who have a brother or sister at the school who were placed there by LA.
- 4 Pupils who live in the admission zone.
- 5 Medical/social reasons.
- 6 Pupils who attend nursery.
- 7 Pupils who live closest to the school as the 'crow flies'.

(More details about the policy are on pages 8-10).

The table below shows the number of pupils offered places in voluntary-aided primary schools in September 2011.

Name of the school	Number of pupils allocated	School admission number	Appeals heard	Appeals upheld
Christ the King RC	28	30		0
Holy Trinity CE	54	60		0
Our Lady of the Most Holy Rosary	30	30		
St Bede RC	26	26		
St Cuthbert's RC	30	30		
St Francis of Assisi CE	30	30		0
St Gregory's Catholic	30	30		0
St John the Evangelist RC	21	30		
St Joseph's RC (Billingham)	27	30		
St Joseph's RC (Norton)	40	40		
St Mark's Elm Tree CE	30	30		0
St Mary's CE	15	15		
St Patrick's RC (Stockton)	29	40		
St Patrick's RC (Thornaby)	41	40		
St Paul's RC	30	30		0
St Therese of Lisieux RC	30	30		0
William Cassidi CE	23	29		

For more information on how pupils were admitted to voluntary-aided schools, please contact the school direct. The phone numbers of the schools are on pages 37-41.

(The figures are correct at the time of going to print.)

Admission statistics for Secondary Schools 2011

We offered people's highest preference for 95% of the forms we received on time.

The table below shows the number of pupils offered places in secondary community schools in September 2011.

Name of the school	Number of pupils offered places in line with conditions 1 to 7 Condition 6 did not apply to Sec, please see summary on page 30.							Number of appeals heard/upheld	Late offers	Total	School admission number
	1	2	3	4	5	6	7				
Bishopsgarth	1	12	32	40	0	-	11	-	6	102	120
Conyers	0	0	65	75	0	-	27	-	18	185	224
Egglescliffe	0	0	74	123	2	-	36	6/1	0	235	235
Grangefield*	2	2	52	66	0	-	59	-	31	212	210
Northfield, Marsh House Avenue Site	2	0	14	28	0	-	7	-	16	67	96
Northfield, Thames Road Site	1	1	58	107	0	-	57	4/4	0	228	224
Total	5	15	297	445	2	-	201	6/1	65	1030	1109

* After all allocations were made a LAc and sibling were allocated a place

The table below shows the number of pupils offered places in voluntary-aided secondary schools and academies in September 2011.

Name of the school offered places	Number of pupils number	School's admission heard	No. appeals upheld	No. appeals
All Saints CE	140	140	0	6
Ian Ramsey CE	237	234	0	0
Our Lady and St Bede RC	150	126	0	0
St Michael's RC	182	174	0	0
St Patrick's RC	111	93	0	0
North Shore Health Academy	210	115	0	0
Thornaby Academy	150	72	0	0

For more information on how pupils were admitted to voluntary-aided schools, please contact the school direct. The phone numbers of the schools are on page 40.

(These figures are correct at the time of going to print but they may change up to September 2011).

Contact names

Person in charge: Betty Johns
Assistant Education Officer
Phone: 01642 526610
Fax: 01642 526607

Admissions team: Janet Ansell School Admissions Officer (Job share)
Joanne Penketh

Anne Collins School Admissions and Transfer Assistant (Job share)
Elaine Barrett

Sarah Thompson
School Admissions Clerk - full time

You can contact us by:
Phone: 01642 526605
Fax: 01642 526607
E-mail: schooladmissions@stockton.gov.uk

If you apply online the website is open throughout the application periods for Primary and Secondary main rounds 2012.

You can leave forms at the main reception at Municipal Buildings which is open Monday to Thursday from 8.30am to 5pm and Fridays from 8.30am to 4.30pm.

If you would like to meet with someone from the section, please ring for an appointment.

For more information about our service, visit our website at: www.stockton.gov.uk/schooladmissions

We also have a choice adviser, who can give you independent advice about applying for a school place for your child. Phone them on 01642 526603 or email choiceadvice@stockton.gov.uk

Contact names and addresses of neighbouring LAs

Darlington Borough Council

Education Department
School Admissions
Town Hall
Darlington
DL1 5QB
Melanie Stainthorpe – School Admissions Officer
Phone: **01325 388812**
E-mail: melanie.stainthorpe@darlington.gov.uk

Durham County Council

Education Offices
School Admissions Team
County Hall
Durham
DH1 5UJ
Mark McCrory – School Admissions Officer
Phone: **0191 3834576**
E-mail: mark.mccrory@durham.gov.uk
E-mail: admissions@durham.gov.uk

North Yorkshire County Council

The Admission Team
Harrogate Education Office
Ainsty Road
Harrogate
HG1 4XU
Phone: **0845 034 9420**
E-mail: education@northyorks.gov.uk

Middlesbrough Borough Council

Education Department
School Admissions
PO Box 69
Vancouver House, Gurney Street
Middlesbrough
TS1 1EL
Helen Oliver – School Admissions Officer
Phone: **01642 728261**
E-mail: helen_oliver@middlesbrough.gov.uk

Hartlepool Borough Council

School Admissions Team
Education Department
Civic Centre
Hartlepool
TS24 8AY
Julie Picken – School Admissions Officer
E-mail: julie.picken@hartlepool.gov.uk
Janet Dennis – School Admissions Officer
E-mail: janet.dennis@hartlepool.gov.uk
Phone: **01429 523768**
Fax: **01429 523765**

Redcar and Cleveland Borough Council

Education Department
School Admissions
PO Box 83
Kirkleatham Street
Redcar
TS10 1YA
Mike Sivills – School Admissions Officer
Phone: **01642 444108**
E-mail: Mike_Sivills@redcar-cleveland.gov.uk

Details of primary schools

School and address	Contact details	Age range	Admission number
Bader Primary Kintyre Drive Thornaby TS17 0BY	Phone: 01642 762856 Fax: 01642 751794 Website: www.sbcschools.org.uk/bader	4 - 11	44
Barley Fields Lamb Lane Ingleby Barwick TS17 0QP	Phone: 01642 767051 Fax: 01642 767308 Website: www.sbcschools.org.uk/barleyfields	4 - 11	60
*Bewley Primary Low Grange Avenue Billingham TS23 3LH	Phone: 01642 371647 Fax: 01642 561266 Website: www.bewleyinf.stockton.sch.uk	4 - 11	60
Billingham South Primary Belasis Lane Billingham TS23 1BE	Phone: 01642 894003 Fax: 01642 894004 Website: www.billinghamsouth.co.uk	4 - 11	50
Bowesfield Primary Northcote Street Stockton TS18 3JE	Phone: 01642 601890 Fax: 01642 634912 Website: www.sbcschools.org.uk/bowesfield	4 - 11	22
Christ The King RC Primary Tedder Avenue Thornaby TS17 8AP	Phone: 01642 761252 Fax: 01642 761252 Website: www.sbcschools.org.uk/christtheking	4 - 11	30
Crooksbar Primary Petrel Crescent, Norton Stockton TS20 1SN	Phone: 01642 531750 Fax: 01642 531750 Website: www.crooksbar.org	4 - 11	36
Durham Lane Primary Amberley Way Eaglescliffe TS16 0NG	Phone: 01642 780742 Fax: 01642 788834	4 - 11	30
Egglescliffe CE Primary Egglescliffe Village Eaglescliffe TS16 9BT	Phone: 01642 787945 Fax: 01642 787945 Website: www.egglescliffepri.stockton.sch.uk	4 - 11	30
Fairfield Primary Glenfield Road Stockton TS19 7PW	Phone: 01642 581305 Fax: 01642 571057 Website: www.fairfield.stockton.sch.uk	4 - 11	60
Frederick Nattrass Primary Darlington Lane, Norton Stockton TS20 1BZ	Phone: 01642 360528 Fax: 01642 360516 Website: www.fredericknattrass.stockton.sch.uk	4 - 11	30
Hardwick Green Primary Tithebar Road Stockton TS18 8WF	Phone: 01642 677968 Fax: 01642 677977 Website: www.sbcschools.org.uk/hardwick	4 - 11	30

*Due to amalgamate in September 2011.

School and address	Contact details	Age range	Admission number
Harewood Primary Eric Avenue Thornaby TS17 7JL	Phone: 01642 355425 Fax: 01642 355429 Website: www.harewood.stockton.sch.uk	4 - 11	60
Harrow Gate Primary Piper Knowle Road Stockton TS18 5DE	Phone: 01642 673984 Fax: 01642 608945 Website: www.harrowgate.stockton.sch.uk	4 - 11	60
Hartburn Primary Adelaide Grove, Hartburn Stockton TS18 5BS	Phone: 01642 391728 Fax: 01642 646002 Website: www.hartburn.stockton.sch.uk	4 - 11	70
High Clarence Primary High Clarence Middlesbrough TS2 1SY	Phone: 01642 561237 Fax: 01642 566481	4 - 11	15
Holy Trinity Rosehill CE VA Primary School Upsall Grove, Stockton TS19 7QU	Phone: 01642 581239 Fax: 01642 581239 Website: www.holytrinityrosehill.stockton.sch.uk	4 - 11	60
Ingleby Mill Primary Windmill Way, Ingleby Barwick TS17 0LW	Phone: 01642 761985 Fax: 01642 750192 Website: www.inglebymill.stockton.sch.uk	4 - 11	90
Junction Farm Primary Butterfield Drive Eaglescliffe TS16 0EU	Phone: 01642 781586 Fax: 01642 781586 Website: www.junctionfarm.stockton.sch.uk	4 - 11	30
Kirklevington Primary Forest Lane, Kirklevington Yarm TS15 9LX	Phone: 01642 781261 Fax: 01642 782159 Website: www.kirklevington.stockton.sch.uk	4 - 11	20
Layfield Primary Everingham Road Yarm TS15 9TF	Phone: 01642 786153 Fax: 01642 783281 Website: www.layfield.stockton.sch.uk	4 - 11	24
Levendale Primary Mount Leven Road Yarm TS15 9RJ	Phone: 01642 783684 Fax: 01642 783684 Website: http://web.me.com/levendaleprimary	4 - 11	30
Mandale Mill Primary Thorntree Road Thornaby TS17 8AP	Phone: 01642 647010 Fax: 01642 647011 Website: www.sbcschools.org.uk/mandalemill	4 - 11	30
Mill Lane Primary Wellington Street Stockton TS18 1QX	Phone: 01642 860055 Fax: 01642 860044 Website: www.mill-lane.stockton.sch.uk	4 - 11	30
Myton Park Blair Avenue Ingleby Barwick, Stockton TS17 5BL	Phone: 01642 754658 Fax: 01642 750717 Website: http://web.me.com/mytonpark	4 - 11	30

School and address	Contact details	Age range	Admission number
Norton Primary Berkshire Road, Norton Stockton TS20 2RD	Phone: 01642 356094 Fax: 01642 356090 Website: www.sbcschools.org.uk/nortonprimary	4 - 11	60
Oakdene Primary Halidon Way, Low Grange Billingham TS23 3EQ	Phone: 01642 560768 Fax: 01642 560942 Website: www.oakdene.stockton.sch.uk	4 - 11	30
Our Lady of the Most Holy Rosary RC Primary Rievaulx Avenue Billingham TS23 2BS	Phone: 01642 552274 Fax: 01642 551135 Website: www.mostholyrosey.stockton.sch.uk	4 - 11	22
Oxbridge Lane Primary Oxbridge Lane Stockton TS18 4DA	Phone: 01642 677285 Fax: 01642 605896 Website: www.oxbridge.stockton.sch.uk	4 - 11	50
Pentland Primary Pentland Avenue Billingham TS23 2RG	Phone: 01642 559609 Fax: 01642 360235 Website: www.pentland.stockton.sch.uk	4 - 11	45
Preston Primary Laurel Road, Eaglescliffe Stockton TS16 0BE	Phone: 01642 784735 Fax: 01642 789312 Website: www.prestonprimary.co.uk	4 - 11	24
Prior's Mill CE Primary Clifton Avenue Billingham TS22 5BX	Phone: 01642 650426 Fax: 01642 360398 Website: www.priorsmill.stockton.sch.uk	4 - 11	72
Roseberry Primary Marsh House Avenue Billingham TS23 2HJ	Phone: 01642 360520 Fax: 01642 360503 Website: www.roseberryprimaryschool.com	4 - 11	60
Rosebrook Primary Rudyard Avenue Stockton TS19 9LF	Phone: 01642 677985 Fax: 01642 677979 Website: www.sbcschools.org.uk/rosebrook	4 - 11	60
St Bede's Catholic Primary Green Lane Stockton TS19 0DW	Phone: 01642 678071 Fax: 01642 678071 Website: www.stbedes.stockton.sch.uk	4 - 11	26
St Cuthbert's RC Primary Parkfield Stockton TS18 3SY	Phone: 01642 601567 Fax: 01674 601567 Website: www.stcuthberts.stockton.sch.uk	4 - 11	27
St Francis CE Primary Lowfields Avenue Ingleby Barwick TS17 5GA	Phone: 01642 769942 Fax: 01642 764604 Website: www.stfrancis.stockton.sch.uk	4 - 11	30
St Gregory's RC Primary Ragpath Lane, Roseworth Stockton TS19 7AD	Phone: 01642 672262 Fax: 01642 633752 Website: www.sbcschools.org.uk/stgregorys	4 - 11	30

School and address	Contact details	Age range	Admission number
St John the Baptist CE Primary St John's Way, Ragworth Stockton TS19 0JT	Phone: 01642 607123 Fax: 01642 677100 Website: www.st-johns.stockton.sch.uk	4 - 11	30
St John the Evangelist RC Primary Cowpen Lane Billingham TS23 1TJ	Phone: 01642 643400 Fax: 01642 643422 Website: www.stjohntheevangelist.stockton.sch.uk	4 - 11	28
St Joseph's RC Primary Low Grange Avenue Billingham TS23 3NN	Phone: 01642 560056 Fax: 01642 644560 Website: www.sbcschools.org.uk/stjosephs	4 - 11	30
St Joseph's RC Primary Ragworth Road, Norton Stockton TS20 1HR	Phone: 01642 360401 Fax: 01642 397356 Website: www.stjosephs.stockton.sch.uk	4 - 11	38
St Mark's Elm Tree CE Bishopton Road West Stockton TS19 7HA	Phone: 01642 580774 Fax: 01642 649144 Website: www.stmarks-elmtree.stockton.sch.uk	4 - 11	30
St Mary's CE Primary The Green, Long Newton Stockton TS21 1DL	Phone: 01642 581716 Fax: 01642 585149 Website: www.sbcschools.org.uk/st-marysschool	4 - 11	15
St Patrick's RC Primary Fairfield Road Stockton TS19 7PL	Phone: 01642 580850 Fax: 01642 570697 Website: www.sbcschools.org.uk/stpatsff	4 - 11	30
St Patrick's RC Primary Westbury Street Thornaby TS17 6NE	Phone: 01642 676724 Fax: 01642 679454	4 - 11	40
St Paul's RC Primary Wolviston Mill Lane Billingham TS22 5LU	Phone: 01642 360022 Fax: 01642 651611 Website: stpaulsprimary.co.uk	4 - 11	30
St Thérèse of Lisieux Lamb Lane Ingleby Barwick TS17 0QP	Phone: 01642 763623 Fax: 01642 763892 Website: www.sbcschools.org.uk/sttherese	4 - 11	30
The Glebe Primary Pulford Road, Norton Stockton TS20 1QY	Phone: 01642 360876 Fax: 01642 360876 Website: www.sbcschools.org.uk/the glebe	4 - 11	40
The Links Primary Carnoustie Drive Eaglescliffe, Stockton TS16 9ES	Phone: 01642 785950 Fax: 01642 785950 Website: www.sbcschools.org.uk/thelinks	4 - 11	30

School and address	Contact details	Age range	Admission number
The Oak Tree Primary Newham Grange Avenue Newtown, Stockton TS19 0SE	Phone: 01642 602029 Fax: 01642 602029 Website: www.sbcschools.org.uk/oaktree	4 - 11	60
Thornaby CE Primary Baysdale Road Thornaby TS17 9DB	Phone: 01642 763060 Fax: 01642 751002 Website: www.thornaby.stockton.sch.uk	4 - 11	45
Tilery Primary St Anne's Terrace Stockton TS18 2HU	Phone: 01642 673761 Fax: 01642 604030 Website: www.sbcschools.org.uk/tilery	4 - 11	40
Village Primary Windsor Road Thornaby TS17 8PW	Phone: 01642 676768 Fax: 01642 606625 Website: www.village.stockton.sch.uk	4 - 11	30
Whinstone Primary Lowfields Avenue Ingleby Barwick TS17 0RJ	Phone: 01642 750318 Fax: 01642 750988 Website: www.whinstone.stockton.sch.uk	4 - 11	90
Whitehouse Primary Dunelm Road Stockton TS19 0TS	Phone: 01642 678212 Fax: 01642 678212 Website: www.whitehouse.stockton.sch.uk	4 - 11	50
William Cassidi CE Primary Stillington Stockton TS21 1JD	Phone: 01740 630270 Fax: 01740 630270 Website: www.sbcschools.org.uk/williamcassidi	4 - 11	29
Wolviston Primary The Green, Wolviston Billingham TS22 5LN	Phone: 01740 644374 Fax: 01740 644374 Website: www.wolviston.stockton.sch.uk	4 - 11	15
Yarm Primary Spitalfields Yarm TS15 9HF	Phone: 01642 782731 Fax: 01642 783680 Website: www.sbcschools.org.uk/yarm	4 - 11	60

Details of secondary schools

School and address	Contact details	Age range	Admission number
All Saints CE School Blair Avenue Ingleby Barwick Stockton TS17 5BL	Phone: 01642 754650 Fax: 01642 751917 Website: www.allsaintsva.co.uk	11 to 16	140
Bishopsgarth School Harrowgate Lane Stockton TS19 8TF	Phone: 01642 586262 Fax: 01642 570038 Website: www.bishopsgarth.stockton.sch.uk	11 to 16	120
Conyers School Green Lane Yarm TS15 9ET	Phone: 01642 783253 Fax: 01642 783834 Website: www.conyers.stockton.sch.uk	11 to 18	224
Egglescliffe School Urlay Nook Road Egglescliffe TS16 0LA	Phone: 01642 352570 Fax: 01642 352571 Website: www.egglescliffe.org.uk	11 to 18	235
Grangefield School Oxbridge Avenue Stockton TS18 4LE	Phone: 01642 353637 Fax: 01642 673579 Website: www.grangefieldschool.co.uk	11 to 16	210
Ian Ramsey CE School Greens Lane Stockton TS18 5AJ	Phone: 01642 585205 Fax: 01642 570488 Website: www.ianramsey.org.uk	11 to 16	237
Northfield School Thames Road Site Billingham TS22 5EG	Phone: 01642 557373 Fax: 01642 360392 Website: www.northfield.stockton.sch.uk	11 to 16	308
Marsh House Avenue Site Billingham TS23 3HB	Phone: 01642 560947 Fax: 01642 370104	11 to 16	
North Shore Academy Junction Road Stockton TS19 9LT	Phone: 01642 612381 Fax: 01642 675842 Email: info@nshacademy.org.uk Website: www.nshacademy.org.uk	11 to 16	210
Our Lady and St Bede RC School Bishopton Road West Stockton TS19 0QH	Phone: 01642 890800 Fax: 01642 603559 Website: www.olsb.stockton.sch.uk	11 to 16	150
St Michael's RC School Beamish Road Billingham TS23 3DX	Phone: 01642 870003 Fax: 01642 370618 Website: www.stmichaelsrc.org	11 to 16	196
St Patrick's RC School Baysdale Road Thornaby TS17 9DE	Phone: 01642 613327 Fax: 01642 618227 Website: www.stpatricks.org.uk	11 to 16	111
Thornaby Academy Baysdale Road Thornaby TS17 9DB	Phone: 01642 763244 Fax: 01642 761318 Email: info@thonabyacademy.org.uk Website: www.thornabyacademy.org.uk	11 to 16	150

Example



Received:	Acknowledged:
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Common application form for Secondary schools 2012

You must return the form to us by 31 October 2011

Section 1 - Online Admissions

If you apply online instead of filling in this form you will be emailed your allocation on the 1st March 2012. Use the web address www.stockton.gov.uk/schooladmissions and follow the links for Online Admissions. You will be able to access the website from 12 September 2011 to 31 October 2011.

Section 2 - Child's Details

Child's Name:

Date of Birth:

Child's Address:

Child's Current School:

Section 3 - Your details

Title (Mr, Mrs, Miss, Ms):

Name:

Relationship to child:

.....

Address: (if different from child's address)

.....

.....

Phone:

a) Is your child in Public Care (This is, looked after by the Local Authority) Yes No

If **yes**, please give the name of the Social Worker:

.....

b) Does your child have a Statement of Special Educational Needs? Yes No

c) Will your child need any physical help getting into and around the school building? Yes No

Please now enter your preferred schools

Section 4

No: 1

Name of School:

Reasons: (please tick any that apply)

This is the admission zone school

The child will have a brother or sister here when they start school

Please give the name and date of birth of the brothers or sisters:

.....

Medical or social reasons (please provide details below)

Religious reasons (please provide details below)

Are you applying for a Church Place? (this also applies to Church of England (CE) Schools)

Other information:

.....

Section 5

No: 2

Name of School:

Reasons: (please tick any that apply)

This is the admission zone school

The child will have a brother or sister here when they start school

Please give the name and date of birth of the brothers or sisters:
.....

Medical or social reasons (please provide details below)

Religious reasons (please provide details below)

Are you applying for a Church Place? (this also applies to Church of England (CE) Schools)

Other information:
.....
.....
.....

Section 6

No: 3

Name of School:

Reasons: (please tick any that apply)

This is the admission zone school

The child will have a brother or sister here when they start school

Please give the name and date of birth of the brothers or sisters:
.....

Medical or social reasons (please provide details below)

Religious reasons (please provide details below)

Are you applying for a Church Place? (this also applies to Church of England (CE) Schools)

Other information:
.....
.....
.....

Section 7

Declaration

As far as I know, the information I have given on this form is complete and true. I understand that if I give you false information, you may withdraw any school place you have offered my child.

Your Signature: **Date:**

Your Full Name (please print):

Please return to: Admissions Section, Children Education & Social Care, Municipal Buildings, Church Road, Stockton-on-Tees TS18 1XE

Data Protection Act 1988

We will use the information that you give on this form to process your admission application. We will hold it on our computerised system and it will be protected by the Data Protection Act. We may also share this information with any other services in the authority and any other relevant Admission Authorities.



REMEMBER TO RETURN YOUR FORM BY THE 31ST OCTOBER 2011. IF YOUR FORM IS RECEIVED LATE YOUR APPLICATION WILL BE CONSIDERED AFTER ALL THOSE RECEIVED ON TIME SO YOU MAY NOT GET YOUR PREFERRED SCHOOL.

www.stockton.gov.uk/schooladmissions

If you would like this information in any other language or format for example **large print** or audio please contact 'School Admissions' on 01642 526605.

إذا كنت ترغب الحصول على هذه المعلومات بلغات أو بأشكال أخرى على سبيل المثال بالطبعة الكبيرة أو بالشريط المسجل فالرجاء الإتصال 'بدايفرستي تيم' [School Admissions] على هاتف رقم 01642 526605

ARABIC

欲要這份資訊的其它語言版或其它版式例如大字體印刷/錄音帶，請致電 01642 526605 接洽 '多元化隊' (School Admissions)

MANDARIN

اگر شما این اطلاعات را به زبان یا شکل دیگری مثلا چاپ بزرگ یا بصورت صدا میخواهید لطفا با تیم دایورسیتی (گوناگونی) [School Admissions] با شما ره 01642 526605 به تماس شوید

FARSI

Si vous souhaitez obtenir ces informations dans d'autres langues ou sous un autre format, par exemple, en gros caractères / version audio, veuillez contacter l'équipe "School Admissions" au n° 016 42 52 66 05

FRENCH

تہ گہر حہزت لئ یہ تہم زانیارہ بہدہستت بکہوئت بہ زمانہکانی تر یان بہ شیوہیہکی تر بو نمونہ چاپی گہورہ/یان بہتیبی تو مارکراو نکاہہ پہیوہندی بکہ بہ 'تیمی دایفیرستی' [School Admissions] لہ سہر زمارہی تہلہفون 01642 526605

KURDISH

ਜੇ ਤੁਸੀਂ ਇਹ ਜਾਣਕਾਰੀ ਕਿਸੇ ਹੋਰ ਬਣਤਰ ਜਾਂ ਬੋਲੀ ਵਿੱਚ, ਵੱਡੀ ਛਪਾਈ ਵਿੱਚ ਜਾਂ ਟੇਪ/ਸੀ ਡੀ 'ਤੇ ਚਾਹੁੰਦੇ ਹੋ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ 'School Admissions' ਨੂੰ 01642 526605 ਨੰਬਰ ਉੱਤੇ ਫ਼ੋਨ ਕਰੋ।

PUNJABI

اگر آپ ان معلومات کو کسی بھی اور زبان یا انداز، مثلاً بڑے پرنٹ/آڈیو ٹیپ وغیرہ میں حاصل کرنا چاہیں، تو ڈائریکٹی ٹیم، کو اس نمبر پر فون کیجئے 01642 526605 (School Admissions)

URDU