



**George Stephenson**  
High School

## NORTH TYNESIDE COUNCIL

### LEARNING TRUST SCHOOLS & ACADEMY TRUST

### MIDDLE AND HIGH SCHOOLS ADMISSION POLICY

SEPTEMBER 2026

George Stephenson High School Southgate Killingworth, NE12 6SA	228	School has sixth form
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In each school the Governing Body is the Admissions Authority and is responsible for determining the school's admissions policy.

The planned admission number (PAN) for each school is given in the table shown.

Where the school receives more applications than places available the following admission criteria are used to decide on admission to Learning Trust Schools.

All Learning Trust Schools operate an equal preference system for processing parental preferences.

In accordance with the Education Act 1996, children with an Education Health and Care Plan (EHCP) are required to be admitted to the school named in the plan. Thereafter the following oversubscription criteria will apply.

#### **Oversubscription Criteria**

Southgate, Killingworth, Newcastle upon Tyne, NE12 6SA

**T:** 0191 216 1115

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**Headteacher:**

**Deputy Headteacher:**

**Deputy Headteacher:**

Peter Douthwaite BSc (Hons)

Kathryn Williams BA (Hons)

Louise Dunn BA (Hons)



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- 1.** Looked after children in the care of a local authority or a child who was previously looked after but immediately after being looked after became subject to an adoption, residence or special guardianship order, **including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted. See note 1 below.**
- 2.** Pupils who live within the catchment area of the school (pupils in this category with a sibling link (an older brother or sister) who will be attending the school in September 2026 will be given priority). The sibling link does not apply to pupils proposing to return to years 12 and 13 of a school (sixth form).
- 3.** Pupils with a sibling link (an older brother or sister) to include adoptive siblings, half siblings, step siblings and long term fostered children residing at the same address and who will be attending the school in September 2026. The sibling link does not apply to pupils proposing to return to years 12 and 13 of a school (sixth form).
- 4.** Remaining places will be allocated to pupils with the shortest distance measured as a straight line from a single fixed point of the home address (including flats) to a single fixed point associated with the school using the Local Land and Property Gazetteer and the Council's Geographical Information System (GIS) system.

*N.B The above distance measurement will also be used as a 'tiebreaker' within each criterion, if necessary. In the case of flats if there is more than one home address with the same measurement the flat with the lowest number will be offered the place. In all other cases of the same measurement, random allocation will be used.*

## **NOTE 1**

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A looked after child is a child who is in the care of a local authority in accordance with section 22 of the Children Act 1989 at the time the application for admission to school is made and whom the local authority has confirmed will still be looked after at the date of admission. This also includes children who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted.

An **adoption order** is an order made under section 46 of the Adoption and Children Act 2002

A **residence order** is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989.

A **special guardianship order** is an order appointing one or more individuals to be a child's special guardian or guardians.

### **Note 2**

The application process begins at the start of the Autumn Term (September) a year before a pupil is due to transfer to the next stage of their education. All applications will be dealt with and in accordance with the co-ordinated scheme, including those where the admission authority agrees to a parent's request for their child to be admitted out of their normal age group. If, as a consequence of that decision, the child needs to be admitted to the age group to which pupils are normally admitted to the school, the local authority and admission authority will process the application as part of the main admissions round. This will apply unless the parental request is made too late for this to be possible. Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school, but it is not in their preferred age group.

Requests for admission into other year groups at the school will be considered under the in-year admission process. Admission Arrangements are available on the school's website.

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## **Closing Date**

In determining admissions, priority will be given to those applications where the parental application is received by the published deadline date **31 October 2025**.

## **Late Applications**

If you return your application after the closing date your application will be classed as Late unless exceptional circumstances exist. The Admissions Authority will consider your reasons, provided they are received before 21 November 2025 and if they are exceptional, consider your application along with those received on time. Examples of what may be considered as exceptional circumstances are a family who have just moved into the area (proof of ownership or tenancy agreement will be required). If your reasons are not exceptional then your application will not be processed until after **2 March 2026**. You should be aware that this will reduce your chance at gaining a place at the school you want.

## **Offer Date**

On **2 March 2026** parents will be notified of the outcome to their application. If you applied online, you will be sent an email on this day if you requested an email response. If you completed a paper application, then a letter will be sent out by second class post on this day.

## **Equal Preference System**

The Governing Body of each school operates an equal preference system for processing applications. This means at the first stage there will be no distinction between first, second or third preference applications. Therefore, all applications will be considered equally against the admission criteria. If a pupil qualifies for a place at more than one school the parent's highest ranked preference will be offered and any lower ranking offers will be disregarded.

## **Parental Responsibility**

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When considering your application, the Governing Body will use the parental home residence of the Parent/Carer who receives or would have received the child benefit for the child/ren.

## **Waiting lists**

If you have been refused your preferred school(s), you will have the opportunity to place your child's name on a waiting list(s). You may wish to place your child's name on a waiting list for more than one school. Children are placed on the waiting list according to the oversubscription criteria regardless of when their application was received. Within each criterion their place is ordered by shortest distance to the school measured in a straight line, from a single fixed point of the home address (including flats) to a single fixed point associated with the school using the Local Land and Property Gazetteer and the Council's Geographical Information System (GIS), with those living closer to the school receiving higher priority.

If pupil numbers fall below the published admission number, the place will be offered to the child at the top of the waiting list. This means a child who is on the waiting list will move down the list if another late application is received that falls within a higher priority under the oversubscription criteria.

Waiting lists for schools will be held for one term in the academic year i.e., 31 December 2026; no formal list will be held by any individual school or the Local Authority after this date.

## **Catchment Areas**

All Learning Trust Schools have a defined geographic area called a catchment area. To find out which catchment area you live in log onto [www.northtyneside.gov.uk](http://www.northtyneside.gov.uk) or contact the Access Team on telephone number 0191 643 8724.

## **Sibling Link**

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If your child has a brother or sister residing at the same address (including adoptive siblings, half siblings, step siblings, long term fostered children) attending your preferred school in September 2026, the Governing Body will consider this as a sibling link. However, no guarantee is given that siblings can transfer to the same school where the school is oversubscribed. The sibling link does not apply to pupils proposing to return to years 12 and 13 of a school (sixth form).

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