

## GOSFORTH GROUP ADMISSIONS POLICY FOR SEPTEMBER 2026 ENTRY

Gosforth Federated Academies Limited (known as "Gosforth Group") is the Admissions Authority responsible for determining and applying this policy in the following Academies:

- Gosforth Junior High Academy
- Great Park Academy
- Callerton Academy
- Gosforth Academy
- Jesmond Park Academy

There is a separate policy for North Gosforth Academy due to its location within North Tyneside.

The Gosforth Group will consider all admission applications sent to them by the local authority and will apply the policy fairly and consistently to every application received.

If there are more places at an Academy than applicants, every child who wants a place will be offered a place.

### Published Admission Number (PAN)

The PAN is the number of places we intend to make available for our intake years which are either Year 5, Year 7 or Year 9 depending upon the Academy (as outlined, below).

Academy	Phase	PAN
Gosforth Junior High	Middle (Years 5 - 8)	Year 5 - 150
Great Park	Middle/Secondary (Years 5 - 11)	Year 5 - 120 Year 9 - 120*
Callerton	Secondary (Years 7 - 11)	Year 7 - 240
Jesmond Park	Secondary (Years 7 - 13)	Year 7 - 310
Gosforth	High (Years 9 - 13)	Year 9 - 360

\* Year 9 PAN is for External Applicants only. Pupils in Year 8, who already attend Great Park Academy, do not need to apply for a place in Year 9.

Applications for school places are co-ordinated by the local authority in accordance with the published time scales in the co-ordinated admission scheme.

Key dates for applying for our Academies, located within Newcastle Local Authority, can be found here: <https://www.newcastle.gov.uk/services/schools-learning-and-childcare/applyschool-place>

In this policy, reference to parent shall be defined as set out in Section 576 of the Education Act 1996, to include: all natural parents, whether they are married or not; and any person who, although not a natural parent, has care of a child or a young person.

Parents wishing to apply for a place at one of our Academies, located within Newcastle Local Authority, for 2026, should complete the common application form provided by the local authority and return it by the required deadline date of 31 October 2025. The common application form, co-ordinated scheme and further information can be found here.

- <https://www.newcastle.gov.uk/services/schools-learning-and-childcare/apply-school-place/legal-information-school-admissions>
- [https://www.newcastlelea.org/CitizenPortal\\_LIVE/en](https://www.newcastlelea.org/CitizenPortal_LIVE/en) (common application form)

Parents living within the boundaries of different local authorities may still choose a Gosforth Group Academy as a preferred school but must complete the common application form provided by their home local authority, which will subsequently be passed on to the relevant council for processing.

If a parent wishes their child to be placed on the waiting list, they must request this. Details of how to do so will be included in communications from the local authority to parents on national offer day; and following this for late applications. The waiting lists for the Academies will be maintained, by the local authority and the Academy, until 31 December in the year of entry. Offers up until 31 August 2026 will be made by the local authority; from 1 September 2026, offers will be made by the Trust. If a place becomes available, the oversubscription policy will be freshly applied at that time. The parents of the highest-ranking pupil will be contacted with view to admission of the student. Beyond 31 December, parents seeking admission should apply for a place via the local authority by completing the common application form for in-year admissions.

In-year admissions may be made above the PAN but not when it would prejudice the provision of effective education or efficient use of resources.

Late applications, outside of the normal admission deadline, will be considered only after all applications received by the closing date have been processed and considered.

Parents who are unsuccessful in obtaining a place have a statutory right of appeal. Parents should contact the relevant Academy for an Appeal Form. Information about the appeal process can be found here:

[9747-gg-admission-appeals-for-school-places--for-newcastle-schools-only .pdf](#)

The completed appeal form and any accompanying statement setting out grounds for appeal should be returned to the relevant Academy and marked "For the attention of The Clerk of Appeals Panel".

If a student has an **Education, Health and Care Plan (EHCP)** which specifically names an Academy, a place will be offered. Any child admitted on this basis will be counted against the Academy's published admission number.

When you apply, you are confirming you have the consent of all other persons with parental responsibility to make the application. Where parents are in disagreement about which school the child shall attend, and it is not possible for the parents to resolve the dispute, the parents should pursue the matter through the family court system.

If there are two conflicting applications from parents, then both applications will be placed on hold (and school places may have to be offered to other applicants) until the local authority has received (either):

- written evidence that everyone holding parental responsibility agrees the application; or
- a Court Order specifying who should apply.

Where an offer of a place is found to be based on a fraudulently or intentionally misleading application which may have denied a place to another child, the offer of the place may be withdrawn at the sole discretion of the Board of Trustees of Gosforth Group. In determining whether to withdraw the offer of a place, the Board of Trustees will consider the circumstances of the individual application and information submitted, along with the length of time, if any, which the child has been attending the Academy. If the decision is taken to withdraw the offer of a place, then parents will have the right of appeal.

The Academy may accept hard-to-place pupils onto the school admission roll in accordance with the Local Authority Fair Access agreement and protocol. This is a statutory requirement which falls outside of this admissions policy.

## The Oversubscription Criteria for Gosforth Group Academies

Where there are fewer applicants than the PAN, all applicants will be offered a place at the relevant Academy.

Where there are more applicants than places available (i.e. more applicants than the PAN), places will be offered to pupils in the following strict order of priority:

### 1. Oversubscription Criteria 1

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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 explanatory note 1 below](#)).

### 2. Oversubscription Criteria 2

Pupils without an ECHP, who have a specific medical reason or needs which can only be met at the Academy. ([See explanatory note 2 below](#)).

### 3. Oversubscription Criteria 3

Where the pupil currently attends, and is expected to continue to attend, one of our designated feeder schools at the end of the academic year:

Academy	Feeder Schools
Gosforth Junior High	Archibald First School, Regent Farm First School, Brunton First School
Great Park	<p><b>For Year 5 Entry:</b> Archbishop Runcie First School, Archibald First School, Havannah First School, Brunton First School, Dinnington First School, Gosforth Park First School, Grange First School, Regent Farm First School, South Gosforth First School</p> <p><b>For Year 9 Entry:</b> Gosforth Junior High Academy, Gosforth Central Middle School, Gosforth East Middle School. (Existing Year 8 pupils already enrolled at the Academy will be automatically given a place in Year 9 without having to apply)</p>

Callerton	Cheviot Primary School, Farne Primary School, Kingston Park Primary School, Simonside Primary School
Jesmond Park	Cragside Primary, Hotspur Primary, West Jesmond Primary, Chillingham Road Primary, Christ Church Primary, Ravenswood Primary, Benton Park Primary
Gosforth	Gosforth Junior High Academy, Gosforth Central Middle School, Gosforth East Middle School

#### 4. Oversubscription Criteria 4

Priority will be given to children with a brother or sister (a sibling) who will be on roll at the academy on the date that the child will be admitted (in September 2026). This does not include pupils currently attending the Sixth Form. In circumstances where there is one place remaining and the next eligible children are twins or multiple births, we will allocate above the admission number.

#### 5. Oversubscription Criteria 5

Pupils who do not attend our feeder schools.

#### Tie-breaker for Applications

In the case of a tie in any of the above oversubscription criteria, priority will be given to children living nearest to the Academy as measured in a straight-line distance ('as the crow flies') from a single fixed point at the Academy to fixed point on the home of the child. (See explanatory note 3 below).

If the distance tie-break is not sufficient to distinguish between applicants in a particular priority group, random allocation will take place to determine priority (see explanatory note 4 below).

## **Admission of children outside of their normal age group**

Parents may request that their child is admitted outside their normal age group if they feel their child is not ready to be admitted with their peers. Requests must be submitted, in writing, to the local authority and include any supporting evidence from appropriate professionals. Requests must be submitted, before the closing date for applications in the child's normal age group, to allow time for the local authority to notify the Gosforth Group. The Trust will then consider the request and inform the parent of the outcome before the closing date for the normal age group.

Decisions will be made based on the circumstances of each case and in the best interests of the child concerned.

A parent's right to appeal does not apply if they are offered a place at the Academy but it is not in their preferred age group.

### **Explanatory Notes**

#### **1. Explanatory note 1 – Looked after children**

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 Child Arrangement 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.

Evidence to confirm eligibility under priority 1 (as stated above) must be submitted before the closing date for applications.

If you require any support providing the above information, please contact [admin@gosforthgroup.org.uk](mailto:admin@gosforthgroup.org.uk)

## 2. Explanatory note 2 – Medical needs

This priority will be given to children based on their exceptional medical or social needs that can only be met at the relevant Academy. An example would be a student who suffers visual or hearing impairment for the Academies which house the VI and HI ARPs.

This priority request for admission must be supported by professional evidence. All schools in Newcastle Local Authority have experience of supporting a wide range of social and medical needs; however, in exceptional cases, there may be compelling reasons why a child needs to attend a particular Academy. This priority can be requested in these cases, and applicants will need to clearly demonstrate the connection between your child's need, our Academy and how our Academy can meet your child's needs in a way that no other school can. Our Board of Trustees will review your request for this priority and cases will be considered individually on a case-by-case basis. A request would not be granted where a parent wishes for their child to attend the Academy based on the child's abilities, because their friends attend the Academy or due to childcare arrangements. Any request for this priority must outline in writing why the circumstances are exceptional, and why only our Academy is suitable.

You must provide the following information before the closing date for applications:

- Your child's name, date of birth and address
- What precise support your child requires due to their specific medical needs
- Why only our Academy can provide the support needed to meet your child's needs and why other school(s) cannot do so
- What extra support or funding your child currently receives
- You must attach supporting evidence from an independent professional, such as a medical specialist, which confirms exactly what your child's needs are and why, in their professional opinion, only our Academy can meet that need. Without this evidence, your child's needs cannot be considered under this oversubscription criteria.

If you require any support providing the above information, please contact [admin@gosforthgroup.org.uk](mailto:admin@gosforthgroup.org.uk)

## 3. Explanatory note 3 – Distance and definition of home address

To calculate the distance from home to school, we use a straight-line distance system calculated provided by the Newcastle City Council admission team. The program measures the straight-line distance from a defined LLPG point on the main school building to a defined point on your home address. The measurement

points are set using the Local Land and Property Gazetteer (LLPG), which provides coordinates for every property. If we are not able to match your address with the LLPG then we will identify a point at the centre of your home (physical building).

If the Academy must move to a temporary site for any reason, such as the building being damaged by a fire or structural issues, we will base our distance measurements on the Academy's permanent site rather than any temporary site.

Only one address can be used on your application for a school place, and this should be the address where the child lives for the majority of the week. In cases of shared care, both parents should agree which address will be used on the application. For applications made in the normal round, if there is no agreement, the address used for the application will be based on where the child spends the majority of the school week. If the child spends equal time with each parent, the local authority will use the address where the child is registered with their doctor / GP. For the purposes of the application, this address will be used as the home address.

#### 4. Explanatory note 4 – Random Allocation

Where random allocation is used as a tie-breaker, this process will be undertaken and supervised by the local authority (a body which is independent of Gosforth Group and the Academy).

The local authority will place all of the relevant applicants into a software tool, which will produce a numbered list of randomly allocated pupils. Priority will be determined based on the descending rank order of this randomly allocated list.

A fresh round of random allocation will be used if subsequent places become available and a pupil is to be offered a place from the waiting list.

If random allocation results in a pupil from a multiple birth (two or more children born at the same birth / same pregnancy) being successful, then the Academy shall offer places to the multiple birth siblings of the successful pupil. By way of example, if one twin is successful under the random allocation process, then the unsuccessful twin shall also be offered a place at the Academy. In such cases, the Academy will exceed the PAN to allow admission.

#### In-year Applications

An application can be made for a place for a pupil at any time outside of the admission round and the pupil will be admitted where there are available places. Parents seeking admission should apply for a place via their local authority by completing the common application form for in-year admissions.



Where there are places available but more applications than places, the published oversubscription criteria will be applied. If there are no places available, a request can be made, directly to the relevant Academy, for the child to be added to a waiting list.

Parents, who are unsuccessful in securing a place for their child, have a statutory right of appeal (see above).

### **Sixth Form Admissions**

#### **PAN for External Applicants only**

<b>Gosforth Academy</b>	<b>Year 12 - 150</b>
<b>Jesmond Park Academy</b>	<b>Year 12 - 150</b>

The Admissions Authority, for Gosforth Group Sixth Forms, is the Gosforth Federated Academies Limited (known as "Gosforth Group") which is responsible for determining and applying this policy. Any query regarding Sixth Form admissions should be directed to the relevant Academy.

Applications for the Sixth Form should be made directly to the Academy. Parents/carers or students wishing to apply for a place in the Sixth Form should telephone or email the relevant Academy by the **1st February** in the year of admission.

Admission to Year 12 of the Gosforth Group Sixth Forms will be from:

1. Pupils in Year 11 on roll at Gosforth Group Academies
2. Pupils in Year 11 external to the Gosforth Group

All students must meet the specific requirements for each course they wish to study, details of which are outlined in the prospectus and on Academy websites.

There is a right for people to raise objections to the determined admissions policy with the Schools Adjudicator. Please refer to the [Schools Adjudicator website](#) for more information on how to do this. Objections to the admissions arrangements for 2026-27 must be made by 15 May 2025.