



Queen Elizabeth High School

spes durat avorum

30 November 2021

To whom it may concern

Consultation on admissions arrangements for Queen Elizabeth High School and Hexham Middle School

The Trustees of Hadrian Learning Trust have agreed to consult on a proposal to change the admission arrangements for Queen Elizabeth High School and Hexham Middle School from September 2023.

The proposed changes from the current arrangements, which can be found on page 25 of Northumberland County Council's [admissions handbook](#), relate to the oversubscription criteria and are:

- To make clear that the sibling criterion applies to any applicant who has a sibling, regardless of whether they are in catchment (the previous policy differentiated between those in and out of catchment).
- To introduce a criterion about children of staff employed within the Trust.

The proposed arrangements in full are appended to this letter.

To respond to the consultation, please send comments to consultation@qehs.net by 25 January 2022. The Trust Board will consider all comments received before they determine the arrangements for 2023-24.

Yours faithfully

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Hadrian Learning Trust

Proposed Admissions Policy

Hadrian Learning Trust is the admissions authority for Queen Elizabeth High School and Hexham Middle School. The Trust's admission arrangements reflect the requirements of the [School Admissions Code](#). The Trust's arrangements are co-ordinated within Northumberland County Council's co-ordinated admission scheme for all maintained schools and academies within the Northumberland area (except special schools and nursery schools). Details of Northumberland's approach can be found [here](#).

The Trust is obliged to admit all applicants to a particular school provided these do not exceed the relevant school's Published Admission Number. The Published Admission Number of each school for entry in the following academic year is published annually in September in Northumberland County Council's Admissions Handbook. The Published Admission Number for each relevant age group for Hadrian Learning Trust's schools is as follows:

- Hexham Middle School year 5: 150
- Queen Elizabeth High School year 9: 306
- Queen Elizabeth High School year 12: 15 external applicants

Hadrian Learning Trust sets academic entry criteria for the Sixth Form, which are the same for both internal and external places. Potential applicants should refer to the relevant Sixth Form brochure on the high school's website for details.

In accordance with the [School Admissions Code](#), **children with an Education Health and Care Plan (EHCP)** where the school is named in the EHCP will be given priority of admission.

Where there are more applications than places available the following oversubscription criteria will be applied, strictly in order of priority:

1. **Looked after children and all previously looked after children**, including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.
2. Children **living within the catchment area** of the school and those on whose behalf firm evidence is presented that they will be living in the catchment area by the appropriate admission date.
3. Children with an **exceptional social or medical reason** that means that they can only attend that specific school (for example, where the child or one or both parents has a disability that means that the child can only go to one school).
 - Strong supporting evidence must be provided from a professional body involved with the family or the child.
 - The professional must be independent of both the family and the school.
 - The evidence must relate specifically to the school for which the application is being made and must demonstrate clearly why it is the only school that can meet the child's needs.

NB: No assumptions should be made that the submission of the relevant evidence will, in itself be sufficient to allocate a place. Supporting evidence must be submitted at the time of application. A place will not be offered under this criterion if the applicant omits to send to the School Admissions Manager a written statement from a professional third party by 15 January of the year of admission.

4. Children who have a **sibling** who already attends the school, including sixth form, and who is expected to be on roll at the school at the time of admission. For the purpose of admissions siblings are deemed to be brothers and sisters, step brothers and sisters, adopted brothers and sisters and other children who reside permanently in the household and are treated as siblings.
5. **Children of staff** in either or both of the following circumstances: a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made; and/or b) the member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage. This will apply to teaching staff and support staff across Hadrian Learning Trust.
6. Children **resident in the greater catchment area** of the school partnership (i.e. that of the high school i.e. the full partnership catchment, rather than just a middle school or first school's catchment. Evidence must be presented to confirm that the child will be living in the greater catchment area by the appropriate admission date (refers to middle schools only).
7. Requests on behalf of pupils which are based on the need to maintain **continuity of educational provision** within the feeder pattern of Northumberland's system of schools. Important: This criterion does not apply to those children who have entered a school in the final year before transfer.
8. Children on whose behalf preferences are expressed on grounds **other** than those outlined above.

Other points:

- Parents may be asked to provide evidence of residency if the requested school is oversubscribed. In instances where it is demonstrated that a place at a preferred school has been obtained on the basis of a false statement of address, the Trust reserves the right to discount the clause covering attendance at a feeder school when considering an application for a place on transfer to the next stage of schooling.
- Where there are more applications than places available children from multiple births will be given priority within each of the above criterion. If a further tie break is necessary distance between home and the school will be used to prioritise applications (see below).
- Should it prove necessary **to distinguish between pupils in any given category because places are limited, priority will be given to those who live nearest to the school, measured in a direct line ('as the crow flies') from the front door of the home to main gate of the school.** The distance checker is contained within Northumberland County Council's school admissions software and uses Geographic Information System (GIS) data to ensure consistency in measurement.
- Applications on behalf of children who are resident in other Local Authority areas will be considered in the same way as applications from Northumberland residents.
- Children with disabilities will be treated no less favourably than other applicants for admission. Schools are under a duty to make reasonable adjustments to ensure that pupils with disabilities are not placed at a substantial disadvantage, and no child will be refused a place on the grounds of disability. A pupil has a disability if he or she has a physical or mental impairment that has a substantial and long-term adverse effect on his or her ability to carry out normal day-to-day activities.
- The Trust reserves the right to vary these criteria within the relevant year to take account of revisions to legislation or its interpretation by the courts.

- In cases when an application for a place has been unsuccessful, the child's name will be placed on a waiting list for the school in question under the appropriate criteria. Under the Co-ordinated Scheme, reserve lists will be maintained until 31 December.
- Those parents whose application to a school has been unsuccessful will be notified of their right of appeal to an Independent Appeal Panel. The School Standards and Framework Act 1998, gives this right to all parents whose application for a school has been unsuccessful. The decision of an Appeal Panel is binding on both the Admission Authority and the school. The School Admissions Appeals Code can be found [here](#).