



# Admission Arrangements Policy

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Date of next review	Jan 2020	Author	B Winn
Type of policy	Statutory	Approval	Full Governing Board

The admission policy of Boldon School is based on that of the Local Authority. This is set out in Information for Parents – Admissions to Secondary Schools' published and distributed annually by the LA.

The link to the South Tyneside LA Admissions page is:

<https://www.southtyneside.gov.uk/article/36364/School-admissions>

For more information about the schools' admission arrangements please contact the School Admissions Team at the Local Authority on 0191 424 7706 / 7767 or email: [school.admissions@southtyneside.gov.uk](mailto:school.admissions@southtyneside.gov.uk)

Admission to Year 7 at 11+ is the responsibility of the LA. Parents are given the opportunity to express a preference for the school or schools of their choice. Parents of all students in South Tyneside aged 11+ on 31 August of any year receive a letter in the preceding November giving full details of the arrangements for expressing a preference for the schools of their choice and other matters related to transfer of students. In support of this, an Open Evening is held at school in the Autumn Term prior to the September when admission is requested. Where there is pressure on places, the Authority will decide upon applications for admission in accordance with a list of published criteria.

Any parents wishing to appeal against a decision of the Authority concerning an admission or transfer application for a school should inform the Director of Education in writing.

All parents of students in feeder schools are invited by letter. To inform all parents in the Borough of school open evenings, the LA places a joint notice in the local press and this school co-ordinates the date with neighbouring secondary schools.

Parents who wish their children to be admitted to Year 7 after the beginning of term and to other years are interviewed with their children. This interview may be with the Head Teacher or Director of Learning depending upon the circumstances of the transfer request. The interview is to ascertain that all relevant information for a successful transfer and integration is discussed. Term time transfers within the Borough are co-ordinated with the LA. Transfers will normally take place at the start of a school term only.

Two transition days are set aside, near the end of the summer term, to familiarise all new entrants to Year 7 with the school.

Parents may visit the school at any time by appointment.

### **School Leaving Date**

There is a single school leaving date for Year 11 students. The date is the last Friday in June. Young people will not be able to leave school before that date even if they are already 16 years