



# Admission Arrangements Policy

Date of issue	October 2023	Review period	Annually
Date of next review	October 2024	Author	S Copeland
Type of policy	Statutory	Approval	Full Governing Board

The admission policy of Boldon School is that of the Local Authority. This is set out in the **“Information for Parents Booklet–Secondary Schools' Admissions”**, published and distributed annually by the Local Authority. You can view the booklet by clicking on the link directly below:

[Information for parents booklet](#)

The link to the South Tyneside Local Authority Admissions page which covers all aspect of admissions for South Tyneside is:

<https://www.southtyneside.gov.uk/article/36366/Secondary-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 contact the Admissions Team as above.

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-ordinate 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 the Pastoral Year Leader 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. The transition dates for 2024/25 are to be confirmed. There is also a Welcome evening on Tuesday 4 June 2024 where parents and students can visit the school together and find out information and expectations about their child starting at Boldon 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 old.

### Timetable for secondary school admissions (September 2024)

Friday 8 September 2023, 8.30am	Applications are available. We recommend that you apply online.
Tuesday 31 October 2023, 4.30pm	Deadline date for applications to be received. Any applications received after this date will be considered as 'late' applications. Online system is not available after this date.
By the end of December 2023	If you completed your application, you will be sent an acknowledgement to confirm that we have received and are processing your application. If you applied online, you will receive an acknowledgement to your email address. If you completed a paper application, you will be sent an acknowledgement letter through the post.
Friday 1 March 2024, 8.30am	'Offer Day' - You will be told which school your child has been offered. If you applied online, you will get an email. If you completed a paper application, a letter will be sent to you by 2nd class post.
Monday 11 March 2024, 4.30pm	Deadline for you to: <ul style="list-style-type: none"> <li>● Accept the school place offered (for oversubscribed schools only)</li> <li>● Request to put your child's name on a waiting list</li> <li>● Request an appeal form</li> </ul>
Thursday 14 March 2024	Any places that have become available will be allocated from the waiting list in criteria order.
Friday 15 March 2024	Appeal forms sent out where requested.
Thursday 28 March 2024	Where parents have not accepted the school place offered for oversubscribed schools, we will withdraw the offer of the school place.
Friday 26 April 2024	Deadline for appeal forms to be returned.
June 2024	Appeals to be heard.