



# Admissions Policy 2025/2026

## How Do I Apply for a Place at Kenton School?

### Admissions to Years 7 to 11

All applications for a place at Kenton School should be made through the local authority application process using the common application form provided on their website:

<https://www.newcastle.gov.uk/services/schools-learning-and-childcare/apply-school-place/applying-transfer-places>

Applications for Year 7 transfer places (the entry year for the school) for September 2025 must be submitted by **31 October 2024**. Applications for school places in other year groups or after the start of the school year can be submitted at any time.

### Admission to Y12 (Post 16)

Students and their families should make Y12 Post 16 applications directly to Kenton School as soon as possible or by 28 February 2025. Any applications received after that date will be considered, but after those that were in on time. Successful applicants (and unsuccessful if any) will be contacted in writing by the end of March 2025.

Students or their families who wish to apply or to discuss making an application to Kenton School can do so in any of the following ways:

**Either:** Telephone 0191 2142200 for a personal discussion with the Head of Sixth Form;

**Or:** Visit the Kenton School website at <https://ks.northernleaderstrust.org/>, where you can download a prospectus, download the application form and read further details and/or request an appointment to discuss the matter with the Head of Sixth Form.

**Or:** Visit Kenton School reception and pick up a Prospectus and/or make an application using one of our computers and/or make an appointment to discuss the matter with the Head of Sixth Form;

**Or:** Write to:

Mr Andrew Swan  
Head of Sixth Form  
Kenton School  
Drayton Road  
Newcastle upon Tyne  
NE3 3RU

## How Many Places are there at Kenton School?

### Published Admission Number (PAN)

In September 2025 the points of entry to Kenton School will be Year 7 and Year 12. The number is 300 places for students in Year 7, and 200 places for students in Year 12, of which 150 places are reserved for Kenton School students and 50 places for external students.

## Will My Son or Daughter Get a Place at Kenton School?

### Y7

Where fewer applications than the published admission number(s) are received, Kenton School will offer places to all those who have applied.

### Y12

Students wishing to enter year 12 will be accepted on to specific courses of study which may have minimum entry requirements published in the Prospectus. If applicants fail to meet these minimum

course requirements, they will be given the option of pursuing alternative courses for which they do meet the minimum requirements. The minimum course entry requirement to follow a Level 3 programme is five 9-4 GCSEs including English and Maths. Where students have these qualifications except English or Maths (or both) they may begin the programme but must also take Level 2 courses in these qualifications. There is also a 3-year pathway that could support students in completing their GCSEs and then accessing Level 3.

If there are fewer applications than the published admission number, Kenton School will offer places to all those who apply. If there are more external applicants that satisfy the entry requirements than the number of Y12 places available, the oversubscription criteria will apply.

### **Special Educational Needs (SEN)**

Children who have an Education, Health and Care Plan which names the school will be admitted to the school before all other applicants.

## **Oversubscription Criteria for Kenton School**

Where there are more applications for admission than places available, the following oversubscription criteria in the order shown will be used to determine which students will be allocated places.

1. Looked after Children in the care of a local authority or children that were looked after by the local authority and immediately after that became subject to an adoption, residence (child arrangements) or special guardianship order. This includes 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 been adopted. Evidence of the appropriate order must be submitted before the closing date for applications.
2. \*Children attending a designated 'feeder' school. The current feeder link schools for Kenton School (Y7) are:  
**Cheviot Primary School, Farne Primary School, Hilton Primary Academy, Kenton Bar Primary School, Kingston Park Primary School, Mountfield Primary School, North Fawdon Primary School, Stocksfield Avenue Primary School, Thomas Walling Primary Academy, Wyndham Primary School.**
3. \*Children not attending a designated 'feeder' school who have a brother or sister (a sibling) who will be attending the school at the time of admission. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent or carer's partner where the children live at the same address. The sibling link does not apply to students in the Sixth Form.
4. Children with an exceptional medical reason that means they can only attend the specific school (for example, where the child or one or both parents has a disability that means that the child can only attend this school). Strong supporting evidence must be provided from a healthcare professional who is independent of both the family and the school. The evidence must relate specifically to this school and must clearly demonstrate why it is only this school that can meet the child's needs.
5. Children living nearest to the school as measured in a straight line distance from a single fixed central point at the school to a point in the centre of the home address of the child, using the Local Land and Property Gazetteer and British National Grid Easting and Northing co-ordinates.

### **\*NOTE**

For Y12 (Sixth Form) places Criterion 2 above does not apply (because there are separate PANs for internal and external applicants). Therefore, the reference to designated feeder schools in Criterion 3 should be ignored for Y12 applicants.

### **Tie-Break**

In the event that more than one child has an equal right to an available place, the school will use random allocation as a tie-break.

### **Parental Responsibility**

1. Parents/carers have two weeks (fourteen days) to respond to an offer of a school place. If an acceptance is not received it may be assumed that a place is no longer required and the offer may be withdrawn.
2. Parents who share responsibility for the care of their child are expected to reach agreement to a school placement between them. In the event of a dispute the school will accept the application from the parent to whom the child benefit is paid.
3. When stating your choice of school, you must give the child's permanent address at the time of application. The address of childminders or other family members who may share in the care of your child must not be quoted as the home address.
4. If the child lives part of the week between two parents, the child's address should be the address where the child lives (1) during the school week, or (2) with the parent who receives child benefit or where the child is registered with a GAP, if there is any dispute.

### **Late Applications**

Applications received after the closing date for admission into the transfer year group will be classed as late and processed after all of the applications received on time, if the School has places available.

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

Parents may request that their child is admitted outside their normal age group, for example because the child has suffered ill health. Requests must be submitted in writing to the LA and include any supporting evidence from relevant professionals. Requests must be submitted before the closing date in the child's normal age group in good time for the LA to be able to consult the governing body and Principal of the school and inform the parent of the outcome before the closing date. The LA will consider each case individually.

### **Waiting Lists**

Where in any year Kenton School receives more applications for places than there are places available, a waiting list will operate until 31 December of the same year. The waiting list will be maintained by Kenton School and it will be open to any parent to ask for their child's name to be placed on the waiting list, following an unsuccessful application. Position on the waiting list and allocation of places will be determined solely in accordance with the oversubscription criteria outlined above. When a place becomes available, the name at the top of the list will be automatically contacted.

### **Appeals**

If your child is not offered a place at Kenton School you have the right to appeal. You must write to the School stating that you wish to appeal and the forms will be sent to you directly. To request an appeals form, you should write to:

Mrs S Green  
Principal  
Kenton School  
Drayton Road  
Newcastle upon Tyne  
NE3 3RU

Kenton School appeals process is compliant with the School Admission Appeals Code. Kenton School will arrange for an Independent Appeals Panel to consider the reasons for refusal and your reasons for wanting to attend Kenton School.

The panel will consist of three people (two will have education experience and one will be an independent person with no education experience). The panel will consider the case put forward. It must consider the admission arrangements for Kenton School and the reasons why you want to attend this particular school. The panel must exercise its discretion by balancing the weight of arguments.

Kenton School will provide Parents / Carers with the right to attend the Appeals Panel meeting in person, notification of the appeal date will be sent at least fourteen days prior to the hearing.

The decision of the Independent Appeals Panel is binding on both Kenton School and the student/parents.

## Definitions

- 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.
- An **Adoption Order** is an order made under section 46 of the Adoption and Children Act 2002.
- A **Child Arrangements Order** (previously known as a **Residence Order**) is an order outlining the arrangements as to the person with whom the child will live.
- A **Special Guardianship Order** is an order appointing one or more individuals to be a child's special guardian or guardians.

## Objections to this Policy

There is a right for people to object about the policy to the Schools Adjudicator (OSA). See the [Schools Adjudicator website](#) for more information on how to do this. Objections for the admissions arrangements for 2025/2026 must be made by 15 May 2024.