ACKLAM GRANGE SCHOOL

Admissions Policy 2026-2027

This school is an academy within The Legacy Learning Trust.

The Legacy Learning Trust

Acklam Grange School Admissions Arrangements for School Year 2026-2027

The Legacy Learning Trust is the Admissions Authority for the School.

These arrangements are established in accordance with Annex 1 of the Academy's Supplemental Funding Agreement.

The Local Authority (LA), Middlesbrough Council, its LA Admissions Team will co-ordinate all admissions and this is referred to as the coordinated admissions scheme.

All Year 7 admissions will be requested via the LA common admissions form.

Admission Number

Acklam Grange School has an agreed Published Admission Number (PAN) of 294 per year group. The School will accordingly admit at least 294 students in the relevant age group each year if sufficient applications are received. All applications will be admitted if 294 or fewer apply.

Children with an Education, Health and Care Plan

Any child with an Education, Health and Care Plan ("EHCP") is required to be admitted. This gives such children overall priority for admission to the named academy. This is not an over-subscription criteria.

Secondary Admissions Over-subscription Criteria

After the admission of students with Statements of Special Educational Needs or an Education Health & Care Plan where a particular school is named in the Statement or Plan, the over subscription criteria will be applied as follows;

i. Children who are 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. A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).See note 1

ii. Children permanently resident in the Admission Zone, i.e. the address at which the child is registered for child benefit, who express a preference for that school (proof of address may be required). See note 2

iii. Children who will have a brother and/or step brother and/or sister and/or step sister or the child of the parent/carer's partner living at the same address attending the school in the September of admission. See note 2

iv. Children of staff at the academy may be given priority
   a) Where the member of staff has been employed at the academy for two or more years at the time when the application for admission is made.
   b) The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

v. Children with exceptional social and / or medical reasons for attending the school, which in the latter circumstances are substantiated by the LA medical advisors. A letter from the child's GP or other relevant professional such as a social worker must be submitted with the application. Social reasons do not include domestic arrangements such as parents working commitments or childcare arrangements. Only exceptional circumstances such as parents who have a disability, which may mean their child must attend a particular school, will be considered. (In this instance a letter from the parent's GP or other relevant professional such as a social worker must be submitted with the application) See note 3.

vi. Children who reside closest to a particular school, measured in a straight line distance measurement.
Children who reside closest to the school as determined by a straight line distance measurement; from the address point for the child's home to the identified main school gate, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

When distinguishing between children within the same criteria the child with the highest second criteria will be admitted i.e. a child living within the admission zone who has a brother or sister attending the school in the September of admission will have a higher criteria than a child who lives in the admission zone but does not have a brother or sister attending the school.

Middlesbrough Local Authority/co-ordinated admissions scheme operates an equal preference admissions system, where all preferences are considered equally against the admission criteria. The student is then offered a place at the school with the highest parental preference that can be met.

Action will be considered should false information be submitted in order to secure a place at a particular school.

Operation of waiting lists

Subject to any provisions regarding waiting lists in the coordinated admission scheme, the School will operate a waiting list. Where in any year the School receives more applications for places than there are places available, a waiting list will operate until the end of the first school term. This will be maintained by the School and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application. Places from the waiting list will be offered in the priority order set out above, not in order of the date applications are made.

Late applications

Whilst every effort will be made to ensure parental applications are received by the published closing date, applications received after the closing date for oversubscribed schools will only be considered if there is evidence of a good reason for the lateness. Examples of good reasons may include when a single parent has been ill for some time, or a family has just moved into the area, or a family is returning from abroad.
Where families have moved to a new address after places have been allocated, places will only be agreed if places remain available.

In Year Admissions

The Local Authority, Middlesbrough Council, will co-ordinate all admissions. The LA school admissions team will liaise between the School and parents. Parents can contact the LA Admissions team on 01642 201889. The LA team will liaise with parents to complete relevant paperwork and to

confirm the offer to give details as to why it has been denied. Parents are encouraged to visit the School prior to an application.
If a place is offered, parents are asked to contact the School again so that the relevant paperwork can be completed and a start date negotiated.
If a place is not available then parents will be advised accordingly and given the right of an appeal.

Fair Access Protocols

The School works in accordance with the in-year Fair Access Protocols held by the Local Authority; should a vulnerable child within the protocols require a place at the School, they will take precedence over any child on the waiting list.

Tie breaker

If it is necessary to use a tie-breaker to distinguish between two or more applications, a distance criterion will be used. This will give priority to the applicants who live nearest to the school as measured by a straight line using the using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Appeals
The Legacy Learning Trust as the Admission Authority delegates the responsibility for appeals back to the Academy. Parents who wish to appeal the decision of the admissions authority to refuse their child a place at the School may apply to school using school appeals form. Appeals will be heard by an independent panel. The School can be contacted at the following address:
Acklam Grange School
Lodore Grove
Middlesbrough
TS5 8PB
Tel:01642 277700

Additional Notes

Note 1: Relevant evidence must be provided such as copy of the adoption certificate or court order plus details of when and where the child was in care and names and contact details of social workers involved. If relevant evidence is not provided the child cannot be considered under this criteria.

Note 2: A child's home address, for the purpose of School Admissions, is considered to be the parents or legal carers permanent address. If parents do not live together and your child lives for periods of time with each parent, the home address will be the one where the parent receiving the Child Benefit lives. Proof of address may be required.

Note 3: Full details must be submitted at the time of application. If you have any concerns or need any guidance about what might be classed as exceptional social or medical reasons, or what evidence may be submitted, please contact the Admissions Team to discuss the matter in confidence before you submit your application.

Note 4: Twins or Multiple Birth Children. If you have more than one child who are twins or part of a multiple birth going through the application process this year, you must make a separate application for each child and indicate on each online or paper form that your child has a sibling also going through the process. A place will be offered to the other child(ren) if one of your twins/multiple birth children is offered the last place available and you have applied to the same school for the other child(ren).

Note 5: The staff member must be a 'direct employee' of the academy. This includes any member of staff (teaching or non-teaching) with two years continuous employment at the time when the application for admission is made. Staff contracted in to provide services to the school do not count as 'direct employees' or casual contracted staff are not considered. For the purposes of this criterion, 'children of staff' is taken to include a son, daughter or step-son/daughter, or child who is adopted or fostered or for whom a special guardianship order is in place, in all cases providing they are living at the same address as the parent who is a 'direct employee' of the Academy with two years continuous employment at the time when the application for admission is made.

Definitions

A **sibling** is defined as a child who has a brother, sister, adopted brother or sister or step-brother or step-sister living in the same family unit in the same family household and address who attends the Academy in any year group excluding the final year. Children residing in the same household as part of an extended family, such as cousins, will not be treated as siblings.

Looked after child

A 'looked after child' (1) or a child who was previously looked after but immediately after being looked after became subject to an adoption (2) child arrangements order (3) or special guardianship order (4).

(1) A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school.

(2) This includes children who were adopted under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see section 46 adoption orders).

(3) Under the provisions of s.14 of the Children and Families Act 2014, which amend section 8 of the Children Act 1989, residence orders have now been replaced by child arrangements orders.

(4) See Section 14A of the Children Act 1989 which defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Adoption Order

An adoption order is an order under the Adoption Act 1976 (see Section 12 adoption orders) and children who were adopted under the Adoption and Children Act 2002 (see Section 46 adoption orders). A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by Section 14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Residence Order
A residence order is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

Residence/resident/ home address
Residence is defined as the normal family address where the child resides. The qualifications date is the closing date for applications under the coordinated admissions scheme (where families change normal address after the closing date but before the allocation process has finished this can be considered under the review procedure). Where parents live at separate addresses and have joint custody, the address used will be the one where the parent receiving child benefit resides. Childcare arrangements involving relatives' addresses do not qualify as normal family addresses for this purpose unless there is a court Residence Order in place.

Exceptional Medical and Social Grounds

Children who the academy accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. This includes children in need, as determined by Section 17(10) of the Children Act 1989.