

The Trustees of Jesmond Park Academy have determined these arrangements for entry into Years 7 and 12 in 2025 and in-year admissions to all years.



ADMISSION POLICY FOR 2025 ENTRY

Policy for Sixth Form Admissions

The Admissions Authority for Jesmond Park Academy is the Board of Trustees, which is responsible for determining and applying this policy. Any queries regarding Sixth Form admissions should be directed to the Director of Post 16 at the Academy.

We have a PAN (Published Admission Number) of 250 for Year 12 admissions. The capacity for the Sixth Form as a whole is 500. If there are more places in Year 12 than applicants, every child who wants a place and who meets the entry requirements will be offered a place.

Applications for the Sixth Form should be made directly to the Academy. Parents or children wishing to apply for a place in the Sixth Form from another school should telephone or email the Sixth Form by 15th February in the year of admission. Late applications will be considered only after all those received by the closing date have been processed.

Parents who are unsuccessful in obtaining a place have a statutory right of appeal. Parents should contact the Academy for an Appeal Form. The completed form and accompanying statement setting out grounds for appeal should be returned to the Academy and marked "For the attention of The Clerk to the Appeals Panel".

Admission to the Sixth Form

1. Admission to Year 12 of the Sixth Form will be from:
 - a. pupils in Year 11 at Jesmond Park Academy
 - b. pupils in Year 11 from outside of Jesmond Park Academy
 - c. students in Year 12 at Jesmond Park Academy or another institution, wishing to restart Year 12
2. The admission number for students entering the Sixth Form from outside of Jesmond Park Academy will be approximately 50 each year.
3. The Trustees accept their duty to offer a Sixth Form place to any Year 11 student with a statement of special educational needs or Education, Health and Care Plan which names Jesmond Park Academy as the Post 16 provision that the student should attend.
4. Students must be aged under 19 at the start of any course.

5. The entry requirements for admission to the Sixth Form will be the same for students on roll in Year 11 at the academy and external applicants.
6. Students will be admitted into Year 12 at the start of the Autumn Term in each Academy year.
7. Where parents have shared responsibility for a child following the breakdown of their relationship and the child lives part of the week with each parent, and the parents are in disagreement about which school the child shall attend, the views of the parent who lives at the address where the child is registered for his or her GP will take precedence. This will be the case until the child reaches his or her eighteenth birthday, at which point the views of the child will take precedence.

Minimum Entry Requirements

All those seeking admission to the Sixth Form must meet the minimum entry requirement of 4 grade 4s at GCSE or equivalent for Level 3 courses or 4 grade 3s at GCSE or equivalent for any Level 2/3 courses. **In addition, students must meet the specific requirements for each course they wish to study, details of which are outlined in the prospectus and on our website.**

Oversubscription Criteria

Students will be offered a provisional place in the Sixth Form up to the time at which the admissions limit is reached. If the Sixth Form becomes oversubscribed, however, the following criteria for admissions will apply to students, strictly in order of priority:

1. Looked After Children in the care of a Local Authority in the UK, children who were previously looked after by a Local Authority in the UK or 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 becoming subject to an adoption, residence or special guardianship order (see definitions). Evidence of the appropriate order must be submitted before the closing date for applications.
2. Students with a specific medical reason to go to the academy. An example would be a student with a hearing impairment – Jesmond Park Academy is the regional HI –ARC. Supporting evidence from a doctor or other medically aligned professional involved with the child must be provided. This supporting evidence should set out the particular reasons why the Academy is most suitable and the difficulties that would ensue if the student had to attend another institution.
3. Children or step-children of members of staff employed directly by Academies on a part or full time basis for two or more years at the time at which the application for admission to the academy is made, or members of staff who have been recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Children living nearest to the Academy as measured in a straight line distance from a single fixed central point at the Academy 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. The centre point of every property is given a geographical reference by the Gazetteer team in the Local Authority and the Local Authority provides the Academy with distance measurements.
5. In the case of a tie in any of the above categories, random allocation will take place. This will be overseen by the Local Authority.

A waiting list will be established and students will be placed upon it based upon the above criteria. This waiting list will be kept open until 31st December in the year of entry. If a place becomes available, the oversubscription policy will be applied and parents contacted with view to admission of the student. Beyond 31st December the waiting list will not be maintained. Parents or children seeking entry after this date should contact the academy directly.

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 academy is made and whom the Local Authority has confirmed will still be looked after at the date of admission. This also includes 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 being adopted.

An Adoption Order is an order made under section 46 of the Adoption and Children Act 2002.

A Child Arrangement Order is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989.

A Special Guardianship Order is an order appointing one or more individuals to be a child's special guardian or guardians.

General Information

Principal: Mr S Campbell

Address: Jesmond Park West, Newcastle upon Tyne NE7 7DP

Tel Number: 0191 2818486

Email: admin@jesmondparkacademy.org.uk

Type: Federation Academy Trust

Age Range: 11-18

Year 12 PAN: 250

Expected number on roll in Sixth Form: 500

Admissions Policy for Jesmond Park Academy (Year 7 and In-Year)

Jesmond Park Academy has a co-educational comprehensive intake. We have a PAN of 310 for Year 7 admissions. If there are more places at the Academy than applicants, every child who wants a place will be offered a place.

The Admissions Authority for Jesmond Park Academy is the Board of Trustees, which is responsible for determining and applying this policy. This Admission Policy has been formally adopted by the Trustees.

Applications for Academy places in Year 7 are co-ordinated by the Local Authority in accordance with the published time scales in the co-ordinated admission scheme.

Parents wishing to apply for a place at the Academy should complete the common application form provided by their Local Authority and return it by the required date.

If admission is not granted, the Local Authority will offer the student a place at another school. The student's details will be kept on a waiting list for Jesmond Park Academy, which will be maintained until 31st December in the year of entry. If a place becomes available, the oversubscription policy will be applied and parents contacted with view to admission of the student. Beyond 31st December, parents seeking admission should apply for a place via their Local Authority by completing the common application form. All in-year admissions should also apply via the common application form.

Late applications will be considered only after all those received by the closing date have been processed.

In-Year Applications

An application can be made for a place for a child at any time outside the admission round and the child will be admitted where there are available places. Parents will be advised of the outcome of their application in writing.

Where there are places available but more applications than places, the published oversubscription criteria will be applied.

If there are no places available, a request can be made that the child is added to the waiting list (see above).

All applications to Year 7 and In-Year

Parents who are unsuccessful in obtaining a place have a statutory right of appeal. Parents should contact the Academy for an Appeal Form.

The completed form and accompanying statement setting out grounds for appeal should be returned to the academy and marked "For the attention of Clerk to the Appeals Panel".

If a student has a statement of special educational needs or Education, Health and Care Plan naming the Academy, a place will be offered.

Where parents have shared responsibility for a child following the breakdown of their relationship and the child lives part of the week with each parent, and the parents are in disagreement about which school the child shall attend, the views of the parent who lives at the address where the child is registered for his or her GP will take precedence.

The Oversubscription Criteria for Jesmond Park Academy (Year 7 intake and In-Year admissions)

The following criteria will be applied, strictly in order of priority:

1. Looked After Children in the care of a Local Authority in the UK, children who were previously looked after by a Local Authority in the UK or 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 becoming subject to an adoption, residence or special guardianship order (see definitions). Evidence of the appropriate order must be submitted before the closing date for applications.

2. Students with a specific medical reason to go to the academy. An example would be a student with a hearing impairment – Jesmond Park Academy is the regional HI –ARC. Supporting evidence from a doctor or other medically aligned professional involved with the child must be provided. This supporting evidence should set out the particular reasons why the Academy is most suitable and the difficulties that would ensue if the student had to attend another institution.
3. Children or step-children of members of staff employed directly by the Academy on a part or full time basis for two or more years at the time at which the application for admission to the academy is made, or members of staff who have been recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Where the pupil attends one of our seven designated feeder schools: Cragside Primary, Hotspur Primary, West Jesmond Primary, Chillingham Road Primary, Christ Church Primary, Ravenswood Primary and Benton Park Primary. (This criterion does not apply to In-Year admissions).
5. Students with siblings who will be attending the Academy, including the Sixth Form, at the time of admission. Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister or child of a parent or carer’s partner where the children live at the same address. Please note that a sixth form sibling link is only applicable once a Year 11 student has enrolled in Year 12 at the beginning of September of the sibling’s year of entry.
6. Children living nearest to the Academy as measured in a straight line distance from a single fixed central point at the Academy 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. The centre point of every property is given a geographical reference by the Gazetteer team in the Local Authority and the Local Authority provides the Academy with distance measurements.
7. In the case of a tie in any of the above categories, random allocation will take place. This will be overseen by the Local Authority.

Fair Access Protocol

The Academy is committed to taking its fair share of children who are vulnerable and/or hard to place, as set out in locally agreed protocols. Accordingly, outside the normal admission round, the Trustees are empowered to give absolute priority to a child where admission is requested under any local protocol. The Trustees have this power, even when admitting the child would mean exceeding the published admission number.

False Evidence

The Trustees reserve the right to withdraw the offer of a place where false evidence is received.

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An Adoption Order is an order made under section 46 of the Adoption and Children Act 2002.

A Residence Order is an order outlining the arrangements as to the person with whom the child will live under section 8 of the Children Act 1989.

A Special Guardianship Order is an order appointing one or more individuals to be a child's special guardian or guardians.

General Information

Principal: Mr S Campbell

Address: Jesmond Park West, Newcastle upon Tyne NE7 7DP

Tel Number: 0191 2818486

Email: admin@jesmondparkacademy.org.uk

Type: Foundation Academy

Age Range: 11 – 18

PAN: 310

Expected number on roll excluding Post 16: 1550

Please see Newcastle City Council website for timetable of dates:- www.newcastle.gov.uk

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 2025/26 must be made by 12 May 2025.

Approved by the Board of Trustees on 18 January 2024