

**Admissions Consultation - Academic Year 2025/2026
Diamond Hall Junior Academy part of the North East
Learning Trust and located in the administrative area of
Sunderland City Council**

Executive Summary

It is a mandatory requirement of the National School Admissions Code that all schools must have admission arrangements that clearly set out how children will be admitted, including the criteria that will be applied if there are more applications than places at an Academy.

The Trustees of the North East Learning Trust are required to determine their school admissions arrangements every year and consult on those arrangements once every seven years.

The purpose of this report is to enable the Trust to consult on the published admission numbers and over-subscription criteria for the academic year 2025/2026.

The consultation will take place for a period of seven weeks between Monday 16 October 2023 and Friday 1 December 2023.

Published Admission Number (PAN)

The PAN is the number of places we intend to make available for the normal admission round. Once the PAN has been set for an Academy, we will not refuse any applications submitted during the normal admission round for where the PAN has not been exceeded.

The PAN for Diamond Hall Junior Academy is 80.

Oversubscription criteria for Diamond Hall Junior Academy

- 1. Children who are 'looked after' or a child who was previously looked after including 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 being adopted or became subject to a child arrangements order or special guardianship order.**

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

Previously looked after children are children who were looked after but ceased to be so because they were adopted or became subject to a child arrangements order or special guardianship order.

A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, religious organisation, or any other provider of care whose sole purpose is to benefit society.

2. Attendance in Key Stage 1 at Diamond Hall Infant School

3. Sibling Link

Children who have a sibling already attending the Academy and who is expected to be on roll at the school at the time of admission. This includes step siblings, foster siblings, adopted siblings and other children living permanently at the same address.

4. Children of staff employed at the Academy

Children of all staff employed at the Academy for two or more years at the time at which the application for admission is made and/or the member of staff has been recruited to fill a post at the Academy where there is a demonstrable skill shortage.

5. Medical Reasons

Children with very exceptional medical factors directly related to school placement (for example the child or one or both parents/carers has a disability that means the child can only attend one school).

Strong supporting evidence must be provided from a professional body involved with the family or child. A letter from the child's GP, parents/carers GP or other relevant professional **MUST** be submitted with the application. The evidence must relate to the school for which the application is being made and must demonstrate clearly why the Academy is the only school that can meet the child's needs. No assumptions should be made that the submission of the relevant evidence will, in itself be sufficient to allocate a school place.

6. Pupils for whom preferences are expressed on grounds other than those outlined above.

Tie breaker

Where the Academy is oversubscribed in any of the above categories, places will be offered based on distance from the centre of the home to the main entrance(s) of the school with priority being given to those living closest to the school. Distance will be measured by the shortest safest walking distance, using a Geographical Information System (GIS).

If only one final place can be offered, and two or more applicants live equidistant from the Academy, random allocation (names out of a hat or other suitable container) will be used. This process will be supervised by a person independent of the Trust.

Admission Arrangements 2025/2026

Overview of application procedures for admission during the normal admission round to Diamond Hall Junior Academy, part of the North East Learning Trust and located within the administrative area of Sunderland City Council. In relation to the normal admission round, the Trust will act in accordance with the coordinated admission scheme operated by Sunderland City Council.

To apply for a place during the normal admission round in any Academy within the Trust parents should complete the common application form supplied by the Local Authority in which they reside. Application forms are obtainable from the County Council's website to download, if parents do not have this facility, they can contact the LA School Admissions team to request an application form. Parents/carers can also apply through the on-line admissions application system accessed via the relevant County Council website. Applications should be submitted to the LA by the published closing date. Places at any school are offered on the basis of equal preference rank order and where an offer is made it is for the highest ranked school at which the LA can offer a place.

The common application form must be used as a means of expressing one or more preferences for the purposes of Section 86 of the School Standards and Framework Act 1998 by parents' resident in the LA area wishing to express a preference for their child:

- A. To be admitted to a maintained school and Academy within the LA area (including VA schools)
- B. To be admitted to a maintained school and Academy located in another LA's area (including VA schools).

Parents should express as many preferences as the form allows in the rank order in which they wish their child to receive an offer of a place.

In line with Sunderland City Council, the home address must be the address where parents and child normally live and they must be living there on the closing date for receipt of application. Where a child lives with parents with shared responsibility, each for a part of a week, the home address will be taken as the address of the parent who receives child benefit. In cases where parents are not eligible for child benefit the address will be that of the parent where the child is registered with the doctor.

The LA will accept applications which are received late only when there is evidence of a very exceptional circumstance which prevented submission by the stated deadline and only if the application is received before offers of places are made. These will then be treated in the same way as all other applications. In the event of a late application not being accepted or receipt is after the offer of places has been made, then places will be offered at the nearest school with places available.

The LA will make the offer of a school place in our Academies to parents who have applied for a place in Year 3 for September 2025. Parents will receive no more than one offer of a school from the relevant LA. Where the relevant LA cannot offer a place at any of the preferred schools, the offer of a place will be made at the nearest school to the child's home address that has a place available.

Waiting lists/appeals

The Trust will maintain the waiting list. Positions on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant, they will be allocated to children on the waiting list in accordance with the oversubscription criteria.

Unsuccessful applicants may also contact School Admissions, North East Learning Trust by telephone 0191 5634190 Option 1 or email schooladmissions@nelt.co.uk to be advised of their right to an Independent Appeal Panel and/or request to be included on the waiting list. Further advice and guidance is available in the NELT Admission Appeal Guidance on the Trust website.

The waiting list will be maintained until 31 December 2025.

Withdrawing an offer of a place

The Trust reserves the right to withdraw an offer of a place if:

- It was made in error.
- Parent fails to respond to the offer of a place within the agreed deadline.
- It is established that the offer of a place was obtained through fraudulent or misleading application.

In-year admission to Academies within the North East Learning Trust

The Trust are responsible for managing in-year admissions, further information can be found in the Trust's In-Year Admission Policy which is published on the Trust website.

Responses to the Consultation

The North East Learning Trust welcome comments on:

- The number of pupils to be admitted in the normal admission round;
- The criteria to be used in the event of over-subscription.
- Admission arrangements

You can respond to this consultation [here](#) or alternatively responses can be sent by email to schooladmissions@nelt.co.uk or by post to Admission Consultation, North East Learning Trust, Traynor House, Traynor Way, Whitehouse Business Park, Peterlee, County Durham, SR8 2RU. The deadline for responses is 5pm on Friday 24 November 2023.