

# Applying for a Secondary School place in North Northamptonshire 2025-2026

North Northamptonshire Council's composite prospectus  
containing admission arrangements for Academies,  
Voluntary Aided, Free and Foundation Secondary  
schools, for entry into Year 7  
Including information on UTCs

Deadline for Secondary Applications is:

**Thursday 31 October 2024**

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## Introduction

Moving from Primary school to Secondary school is an important stage in every child's life.

The information provided in this prospectus aims to make it as easy as possible for parents and carers to understand the process of applying for a Secondary school place.

If you have any queries you can:

- **Email** [admissions.NCC@northnorthants.gov.uk](mailto:admissions.NCC@northnorthants.gov.uk)
- **Visit our website** [School admissions | North Northamptonshire Council \(northnorthants.gov.uk\)](https://www.northnorthants.gov.uk/school-admissions)
- **Telephone** our Customer Service Centre on **0300 126 3000**

Some common abbreviations used in this prospectus:

LA – Local Authority

PAN – Published Admission Number

SIF – Supplementary Information Form

EHCP – Education, Health and Care Plan

If you are unsure about any of the terms used in this prospectus, please refer to the **Glossary** in Section 4 of this prospectus.

### **Important:**

The deadline for applying for a Year 7 place at a Secondary school for September 2025 is:

**Thursday 31 October 2024**

# Section 1 – Making Your Application

This section gives you all the basic information about how to apply for a school place and about the way in which we allocate places at Secondary schools in North Northamptonshire.

The information provided aims to make it as easy as possible to understand the process but if you have any queries after reading this prospectus, you can:

- **Email** [admissions.NCC@northnorthants.gov.uk](mailto:admissions.NCC@northnorthants.gov.uk)
- **Visit our website** [School admissions | North Northamptonshire Council \(northnorthants.gov.uk\)](http://School%20admissions%20|%20North%20Northamptonshire%20Council%20(northnorthants.gov.uk))
- **Telephone** our Customer Service Centre on **0300 126 3000**

There are several types of Secondary schools in North Northamptonshire; Academies, Free Schools and Foundation Schools. A school's type affects the way in which decisions about admissions are made but your application for a Year 7 place at all schools **must be made through your home local authority.**

If you are unsure of any of the terms used in this prospectus, please refer to the **Glossary** in Section 4.

## Important:

You **must** make an application even if you have an older child already attending your preferred school. Places will not be allocated automatically to a younger sibling.

**All** North Northamptonshire Secondary schools are comprehensive and do not allocate places according to ability. Some Secondary schools, however, do admit up to 10% of their intake according to an aptitude in their respective specialism and some use ability banding to ensure the intake includes a proportionate spread of children of different abilities. For more information see School Information in Section 3 of this prospectus.

## Stages of Education in North Northamptonshire

The table below shows which age group corresponds to which year group, key stage and school type.

Age	Year group	Key Stage	3 tier system	2 tier system	UTC
4 to 5 years	Reception	Foundation or Early Years	Infant	Primary	N/A
5 to 6 years	Year 1	Key Stage 1			
6 to 7 years	Year 2				
7 to 8 years	Year 3	Key Stage 2	Junior		
8 to 9 years	Year 4				
9 to 10 years	Year 5				
10 to 11 years	Year 6				
11 to 12 years	Year 7	Key Stage 3	Secondary	Secondary	
12 to 13 years	Year 8				
13 to 14 years	Year 9				
14 to 15 years	Year 10	Key Stage 4			
15 to 16 years	Year 11				
16 to 17 years	Year 12	Key Stage 5 (Sixth Form)			
17 to 18 years	Year 13				

## Timetable for Secondary Application Process

Date	Action
<p><b>10 September 2024</b> onwards</p>	<p><b>Prepare</b></p> <ul style="list-style-type: none"> <li>• Read this prospectus carefully as it contains important information</li> <li>• Visit school open evenings and read school prospectuses</li> <li>• Read each school's oversubscription criteria (see Section 3 of the prospectus)</li> <li>• Contact the School Admissions team if you have any queries (our contact details are at the end of this prospectus)</li> </ul>
<p><b>Before the deadline:</b> <b>Thursday 31 October 2024</b></p>	<p><b>Apply</b></p> <ul style="list-style-type: none"> <li>• <b>Submit your application</b></li> <li>• Make sure that your application form is submitted by the deadline</li> <li>• Send your Supplementary Information Forms (SIFs) and other documents (if applicable) to the preferred school(s) in support of your application (see individual school pages in Section 3)</li> </ul> <p><b>Note: if we receive your application form after 31 October 2024, your application will be considered a late application and will be processed in the additional rounds of allocations (see below)</b></p>
<p>National Offer Day: <b>3 March 2025</b></p>	<p><b>Receive offer of school place</b></p> <ul style="list-style-type: none"> <li>• Offer emails will be sent by Local Authority (North Northamptonshire Council) to all on time applicants who applied online</li> <li>• Offers may be viewed online through the portal (online applications only)</li> <li>• Offer letters will be posted to applicants who sent in an on-time paper application</li> </ul>
<p>From: <b>3 March 2025</b></p>	<ul style="list-style-type: none"> <li>• North Northamptonshire Council will assume that you have accepted the allocated place unless you let us know otherwise (if you are offered a school place outside North Northamptonshire Council, check the rules on acceptance <b>directly with the school</b>)</li> <li>• If your application for a school has been refused, ask to join a waiting list by sending us an email or a letter</li> <li>• Submit an appeal against the refusal of a place at a school you have applied for (by published deadlines to ensure your appeal is heard before the end of the summer term).</li> <li>• Late applicants will not get an offer on National Offer Day</li> </ul> <p><b>Note:</b> We will not withdraw a school place if you wish to decline the offer, unless you provide written confirmation that your child has secured a school place elsewhere as we have a duty to ensure that all children are receiving their education entitlement.</p>
<p><b>Late applications will be processed in rounds starting on the following dates:</b></p> <p><b>15 April 2025</b></p> <p><b>2 June 2025</b></p> <p><b>7 July 2025</b></p>	<p>The outcome of late applications will be emailed to all late applicants who apply online. We will inform parents of children on the waiting list, if we are able to offer a place. Please be aware that this is a lengthy process and it can take several weeks to complete each round of reallocation.</p> <p>For applications received:</p> <ul style="list-style-type: none"> <li>- 1 November 2024 to 4 April 2025 – processing starts on 15 April</li> <li>- 5 April 2025 to 23 May 2025 – processing starts on 2 June</li> <li>- 24 May 2025 to 27 June 2025 – processing starts on 7 July</li> </ul>

<b>Applications received after 27 June:</b>	Any applications received after 27 June 2025 will be dealt with in accordance with our in-year procedures.
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## Who can apply for a Year 7 place at Secondary School?

Parents/carers who have parental responsibility and whose child is **living in North Northamptonshire** can apply for their child's Secondary school place from 10 September 2024 via North Northamptonshire Council if their child:

- has their 11th birthday between 1 September 2024 and 31 August 2025 (usually Year 6 in Primary school)
- is applying for a place at a University Technical College (UTC). The entry point for a UTC is Year 10. You can apply for a place at a UTC if your child has their 14th birthday between 1 September 2024 and 31 August 2025 (Year 9 in Secondary/Upper school). There are no UTCs in North Northamptonshire. See Section 2 of this prospectus for contact information for UTCs in neighbouring authorities.

**Please note:** different application processes apply to:

- Children with an Education, Health and Care (EHC) Plan (see Section 2 for more information)
- Children who live outside North Northamptonshire - you should apply through your home local authority. See Section 2 for contact details of our neighbouring authorities.

## When is the deadline for Secondary applications?

We must receive your application form for a Year 7 place at Secondary school by midnight on **Thursday 31 October 2024** at the latest for your application to be considered 'on time'.

If you send the form to us by post, make sure you allow enough time for it to get to us by this date. Ensure the correct postage is applied. North Northamptonshire Council cannot take responsibility for a form reaching us after the deadline if this is due to insufficient postage being used.

## How do I decide which schools to apply for?

When you apply for a Secondary school place for your child, you must tell us your three school preferences in order of priority.

To make these preferences you will need to find out more about the schools. You can:

- find a school by visiting our [website](#). You can search for schools by postcode/distance from your home. Please be aware that the distances you find stated here will not be as precise as the measurements used for admission purposes (which are calculated using a different mapping system).
- view the websites of schools you are interested in
- carefully read the oversubscription admission criteria in Section 3 for schools you are interested in to ascertain your chances of being able to gain a place. Putting a school as first or only preference does not guarantee that you will get a place at that school. It is important for you to understand where your child will fall in the oversubscription criteria and whether the school was oversubscribed last year, as this will give you an indication of whether or not your child is likely to get a place

- view the websites of Ofsted (Office for Standards in Education) and the Department for Education (DfE) for additional information regarding exam and inspection results
- view our neighbouring local authority websites to find information about schools in areas outside North Northamptonshire for which you may wish to apply

Before deciding on your three preferences, we advise you to:

- read this prospectus carefully – Section 3 of this prospectus includes details about each Secondary school, including their oversubscription criteria and whether you need to complete a Supplementary Information Form (SIF) for the school
- pick up a school prospectus - many schools have a prospectus or booklet. These may be available to view on the schools' individual websites, or you can ask the school for a copy
- visit the school – most Secondary schools hold open evenings/days for parents/carers, although they may take place in a virtual format. These give you a good opportunity to ask questions. You can find details of proposed “open evenings”, or the alternatives that schools are offering, on the schools' individual websites
- find out about your local or “linked” school (if applicable). Not all schools have “catchment” or defined “linked” areas but some schools do give priority to children living in certain villages or areas, usually referred to as the linked area. For a full list of towns and villages that have links to a particular school, see Section 4. Please be aware that if you wish to be considered for a place at your linked, local or closest Secondary school, you **must** include the school as a preference
- find out about other schools in your local area
- consider how you will get your child to and from school each day. If you will need a car to transport your child each day, this is a long-term commitment
- be aware that just because you live in a village, or area that may be linked to a school (according to its oversubscription criteria), this does not mean that free transport will be provided by the council to the school, nor that your child is guaranteed a place at that school

## What if I have a child already at the school I would like my child to attend?

If you want your child to be considered for a place at a school that their brother or sister attends, you must still include that school as one of your preferences. It is your responsibility to tell us on the application form if your child has a sibling at one of your preferred schools. Failure to do this may place your child in a lower oversubscription criterion. There is no guarantee that your child will be offered a place at a school that a sibling attends. Please check individual schools' criteria in Section 3 for more information.

## What are the different types of school?

There are several types of school in North Northamptonshire. A school's type affects the way in which decisions about its admissions are made:

- Community schools and Voluntary Controlled schools – The Local Authority is the admission authority and is responsible for setting the admission arrangements and for the allocation of places;
- Voluntary Aided schools and Foundation (Trust) schools – these schools are their own admission authority. School Governors are responsible for setting the admission arrangements and for the allocation of places;
- Academies and Free schools – The Academy Trust is the admission authority and is responsible for setting the admission arrangements and for the allocation of places

If you live in North Northamptonshire, all schools must be applied for through North Northamptonshire Council using North Northamptonshire Council's Common Application Form (CAF). Some schools require you to complete a Supplementary Information Form (SIF). See individual school oversubscription criteria in Section 3 to see if a SIF is required.

## How do I apply?

North Northamptonshire Council is responsible for coordinating the application process for entry into Year 7 at Secondary school for all children who live in the local authority.

If you **live in North Northamptonshire**, your application is therefore made to North Northamptonshire Council rather than the local authority where the preferred school/s is/are situated.

You must fill in our Common Application Form and should tell us the names of your three preferred schools.

You do not apply directly to the schools themselves, even if they have an admission authority other than the Local Authority (see information on Academies, Foundation and Free Schools in the **Glossary** at the end of this prospectus), but be aware that you may need to complete a Supplementary Information Form (SIF) (see page 14) which will need to be returned directly to the school concerned.

The easiest way to apply for your child's Secondary school place is by completing the online application form via our website.

**Please note:** application procedures for UTCs are slightly different. If you would like to apply for a place for your child at a UTC, you must check the individual UTC application procedures and follow their instructions (see Section 2).

### If you can access the internet at home:

You can complete an application form using our online application service at: [Secondary school places | North Northamptonshire Council \(northnorthants.gov.uk\)](https://www.northnorthants.gov.uk/secondary-school-places). You will need an email address in order to apply. You, as parent/carer, will be asked to register to the online portal using your email address and create a password (we advise you to make a note of this password as you will need it to access your application).

You must **submit** your application. Every time you open your online application you must press submit before you close it even if you have not made any changes.

An application must be submitted/resubmitted by the deadline (31 October 2024) to be a valid, on time application. If you do not press submit, we may not receive your application.

You will know if you have submitted your application because you will receive confirmation by email and, on the online portal, your application will say submitted.

If you do not receive a confirmation email after submitting the application, check your spam, junk or deleted items and, if it is not there, log in to the portal again and check that the status of the application is "Submitted". This is very important as applications which have not been submitted by the deadline cannot be considered. If the application status shows it is submitted, and you have definitely not received a confirmation email, contact the School Admissions team.

### **If you have no access to the internet at home:**

You can apply online at any of the following libraries: Corby, Kettering, Rushden, Wellingborough, Burton Latimer, Irthlingborough and Oundle. There will be no charge for using the computers to complete your application or for accessing the emails regarding your September 2025 school application. Please note that these Libraries offer free access to a range of websites but may charge to access emails and for other computer services. If you do not have any access to emails, you can create a free email address (for example using Hotmail, Gmail or Yahoo).

### **If you are not able to complete an online application:**

You can fill in a paper application form. These are available from the School Admissions team. The application can be emailed to you for you to print off and complete or posted to you.

When you have filled in the paper application form, please send it back to the School Admissions team. The address and contact details for the School Admissions team can be found on the last page of this prospectus.

**Do not** send your paper application form to a school

We highly recommend that you post your application form to us using recorded delivery.

- Please make sure that you place the correct postage on the envelope – if you are not sure, ask at the post office before you post the form to us. Incorrect postage may delay your application reaching us. It is not the responsibility of North Northamptonshire Council to collect incorrectly stamped or addressed envelopes;
- If you want us to confirm that we have received your paper application form, enclose a stamped addressed envelope with your application form for us to send back to you once we receive your application form. Don't forget to put a first or second-class stamp on the envelope, otherwise we cannot send it back to you. You should contact the North Northamptonshire Council School Admissions team if you do not receive your confirmation within 10 days;
- If you hand in your form personally at the council offices, please ensure that you obtain a receipt. The address can be found on the last page of this prospectus.

## **Why should I express three preferences and what is 'equal preferencing'?**

When you apply for a Secondary school place, you are asked to list your three preferred schools in order of priority.

Every school has a specified number of places available for applicants. This is called the Published Admission Number (PAN) for the school.

- If fewer than this number of children apply for a place at the school, all of the children will be offered a place;

- If more than this number of children apply, the school uses its 'Oversubscription Criteria' to decide which children must be offered a place. The oversubscription criteria for all Secondary schools in North Northamptonshire can be found in Section 3.

## Equal preferencing

Equal preferencing ensures that your child is considered for a place at each of your three preferred schools by the admission authority of each of the schools applied for, regardless of whether the school is placed first, second or third on the application. Essentially, each of your preferences is treated as if it was a separate application. Admission authorities will not be informed where parents/carers have placed the school in their list of three preferences. This ensures there is no possibility of favouring those who name the school as first preference or discounting those who placed it as second or third preference.

If a school receives more applications than there are places available, the school's oversubscription criteria is used to decide who should be offered the places.

The admission authority (or the LA on their behalf) ranks applicants according to the oversubscription criteria for that school and then supplies the LA with a ranked list.

The LA must then allocate a place at the highest preference school where the child can be offered a place:

- It may be that a child would rank highly enough to qualify for a place at all three preferred schools. In this case, the LA will offer a place at the school that is ranked first on the common application form and the child will then be removed from the second and third preference ranked lists, so that other children may be offered a place;
- If a child can be offered a place at only one of their preferred schools, they will be offered a place at that school regardless of the preference order on the common application form;
- If a child cannot be offered a place within the PAN (Published Admission Number) of any of their preferred schools, the LA will offer a place at the nearest school with a place available (the nearest school which has not reached their PAN, once all on-time preferences have been considered);
- If a child is offered a place at a school which was not their first preference, they can ask to be added to the waiting list for any of the schools which were a higher preference than the school offered. There is a right of appeal against the decision not to offer your child a place at the schools stated on your application unless you have been allocated a higher preference.

## Can I apply for the same school more than once?

The online application service will not let you choose a school more than once.

If you are filling in a paper application form, do not name the same school more than once in your preferences. Writing down the same school more than once will not increase your chances of getting a place at that school.

School Admissions legislation is clear that, if you only tell us one preference and it is not possible to offer a place at that school, your child will only be allocated an alternative school place after all the other applicants' preferences (first, second and third) have been considered.

The result might be that your child is allocated a place at a school which is a long way from your home and travel assistance may not be available.

## How do I include a school outside of North Northamptonshire in my preferences?

Applications for Secondary school are co-ordinated nationally. **All applicants must apply to their home local authority (where they live), regardless of where their preferred school is situated.**

If one or more of your preferences is for a state-funded school in another county, you can select these when you fill in your online or paper application form.

If you live in North Northamptonshire and you want to apply for a school outside North Northamptonshire:

- you must still apply through North Northamptonshire Council's admissions portal, or send your application form to North Northamptonshire's School Admissions team, regardless of which local authority area your preferred schools are in
- you should not apply or send an application form to the local authority where the school is situated. We will liaise with that authority to make sure your application is considered according to your preferred school's oversubscription criteria (the exception to this is if you are applying for a UTC, in which case you should check with the actual UTC you are applying for (see Section 2)
- you will need to find out from the school directly if you need to complete a Supplementary Information Form (SIF) to support your application for the school and you must return any SIFs directly to the schools concerned
- Some neighbouring counties have grammar schools. You must contact the appropriate county's local authority if you want your child to sit the 11+ exam for a grammar school in another county. The contact details for School Admissions teams in our neighbouring local authorities are shown in Section 2. If, once your child has sat the 11+, you then choose to apply for a place at a grammar school, you will need to add this school to your application which you submit to North Northamptonshire Council.

## What are the chances of getting a place for my child at one of my preferred schools?

On National Offer Day in 2024, **83%** of applicants who applied on time for a Secondary school place in North Northamptonshire were allocated their first preference. A further **13.5%** were allocated either their second or third preference meaning a total of **96.5% of children were offered a place at one of their preferred schools.**

It is important that you have considered the likelihood of your preferred schools being oversubscribed. Many schools receive more applications than there are places available. When this happens, places are allocated according to the school's oversubscription criteria and different schools have different oversubscription criteria. We therefore recommend that before you apply, you read and consider each Secondary school's oversubscription criteria which can be found in Section 3.

Some considerations:

- Some schools give priority to children living in a particular village or area – often a criterion used for schools in rural areas. Remember, if you live in a school’s “linked” area and want to be considered for a place at that school, you must include it as one of your preferences. If you do not include a school linked to the area where you live in your preferences and it is oversubscribed, your child will not be allocated a place at that school if we are unable to offer any of your preferred schools. Instead, your child will be offered a place at the closest school that has places after all applicants’ first, second and third preferences are considered, which still may be quite far from your home
- Some schools give priority to children who already have a sibling on roll at the school. Please check individual schools’ definitions of “sibling” to work out if your child has a valid sibling link and please ensure you name the sibling on your common application form. You must still apply for a place at the school even if you already have a child attending
- The oversubscription criteria for faith schools may give priority to applicants on grounds of church attendance or commitment

Sometimes it is not possible to offer applicants a place at any of their three preferred schools. In this situation, we will offer a place at the nearest school to the child’s home address with places available at the time of allocation, following the allocation of all applicants’ first, second and third preferences. Please note that this may not be your local school.

Please also refer to the information on Equal Preferencing on page 10 for more information.

## What is Banding and how does it work?

Some Secondary schools in North Northamptonshire operate a policy of fair banding within their admission arrangements. These schools are as follows:

- Kettering Buccleuch Academy
- Sir Christopher Hatton Academy

Banding is not a process of selection. It is a preliminary grouping of children before a set of oversubscription criteria are applied and is intended to ensure a proportionate spread of children of different abilities.

In order to “band” the children, applicants will be required to sit a Cognitive Ability Test (CAT) which will be arranged by the school or admission authority for the school.

This is **not** a test that a child can “pass” or “fail”. The results are used to place applicants into bands of ability, either equally or according to local or national averages, and may also be used to provide information for the setting of students after admission.

You can find out more information about the type of banding each school uses, how it works, dates for tests and whether a Supplementary Information Form (SIF) is required by checking each school’s oversubscription criteria in Section 3 and on the schools’ individual websites.

**Please note:** tests for banding purposes are different to Aptitude Tests. Aptitude Tests are carried out by schools that admit up to 10% of students according to their aptitude in a particular specialism. Please see information on individual schools’ admission arrangements in Section 3 to see which schools admit according to aptitude.

## What happens if my child is not offered a place at any of our preferred schools?

If all your preferred schools are oversubscribed (i.e. they receive more applications than places available) and we cannot offer your child a place at any of them, we will offer a place at the school which is closest to your home address and which still has places available at the end of the allocation process, when all first, second and third preferences have been considered for all on-time applicants.

## Can I change my preferences once they have been submitted?

If you apply online for a school place you can revisit your application and change your preferences up until the deadline on Thursday 31 October 2024. Every time you open your application you **MUST** continue to the end of the application and **SUBMIT** before you close it – even if you have not made any changes. If you do not press submit, we may not receive your application. You will know that your submission/resubmission has been successful because you will receive a confirmation email and the portal will say submitted next to your application.

If we are in receipt of more than one application, either online or on paper, we will only consider the latest dated application received before the deadline. On-time applications will be processed before any applications received after the application deadline.

After the application deadline, parents wishing to change their preferences will be asked to complete a late application form. Late applications will be considered in our additional rounds of allocations, which start in April 2025.

## Do I need to send any other paperwork (e.g. Supplementary Information Form)?

In order to process your application, some schools require you to complete a Supplementary Information Form (SIF) which must be returned **directly to the school**:

- Faith schools may ask for information about your allegiance to a religion
- Schools with a specialism may need information to assess whether your child has an aptitude for the school's specialism (if you wish to apply on those grounds)
- Some schools require you to apply for your child to sit a test for banding purposes before being considered

Please refer to the individual school information in Section 3 or contact the school directly to find out if any of your preferred schools need you to provide extra information.

If you have included one or more of these schools amongst your preferences, you must get the SIF directly from the school or download it from our website: [School admissions | North Northamptonshire Council \(northnorthants.gov.uk\)](#). Please note some schools ask you to complete the SIF via a webform on their website.

When you have completed your SIF, you must return it directly to the school concerned. **Do not** send it to the School Admissions team. North Northamptonshire Council is not responsible for ensuring that these forms are sent to schools.

## What is the position relating to children from multiple birth groups?

North Northamptonshire Council's multiple birth policy does not entitle children from multiple birth groups to automatically be offered their first preference but does, where possible, entitle them to be kept together if they so wish. If the last child to be allocated to a particular school is a twin, or a child from a multiple birth group, all children in the group will be offered places at the school, even if it means exceeding the Published Admission Number.

In the case of siblings in the same year group, where there is only one place remaining, these too will all be offered places.

**Please note:** Other admission authorities may not have the same policy regarding twins and children from multiple birth groups. You can find out a school's position on the allocation of children from multiple birth groups by looking at the school's individual admission criteria in Section 3 or from the school's own website.

Please be aware that if you make a preference for a school which uses random allocation as part of its oversubscription criteria, there is a chance that only one child from a multiple birth group may be allocated a place at the school. This could mean that twins, or other multiple birth groups, are allocated places at different schools.

## Why is my child's home address important?

North Northamptonshire Council's definition of the child's home address is the address at which the child normally resides with their parent or carer on the application deadline: Thursday 31 October 2024.

When we refer to a child's home address, we mean the permanent residence of the child. This address should be the child's only or main residence that is either:

- Owned by the child's parent, parents or carer/guardian, or
- Leased to or rented by the child's parent, parents or carer/guardian under a lease or written rental agreement of not less than six months' duration. The property leased should be that in which the family lives.

Exceptionally, parents may find themselves in temporary accommodation. The temporary address where the child was living on the closing date would be the child's home address to be used for school allocations.

When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address before we can process the application.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned.

Written proof of ownership or a rental agreement and proof of actual permanent residence at the property may be required. Places cannot be allocated on the basis of intended future changes of address unless a house move has been confirmed through the exchange of contracts with a completion date, or the signing of a formal lease agreement.

**If you change your address at any time during the admission process, please tell the School Admissions team.** Please note that places cannot be allocated on the basis of a change of address after the application deadline. We use the address at which the child resided on the closing date for applications to allocate places but will use your new address for any correspondence.

We do not usually accept an address if:

- you keep a second home elsewhere as a main home. If you have two homes, we will check which is your main home. We may refuse to allocate a school place at an address which we consider to be a temporary or business address
- only part of a family moves unless this was as a result of a divorce or permanent separation arrangement. We may ask for proof of this address

An address used for childcare arrangements cannot be used as a home address when applying for a school place.

**Please note:** Some admission authorities have a different definition of what constitutes a child's home address. Please check individual school information in Section 3.

The School Admissions team reserves the right to seek further written proof to support an applicant's claim to residence, and that an applicant's child/children are living at the stated address.

Each year, the School Admissions team will check a sample of addresses by asking the parents or carers to provide evidence of the address they have stated on their applications.

North Northamptonshire Council, as the admission authority (or the LA processing an application on behalf of the admission authority) has the right to investigate any concerns they may have about an application and to withdraw the offer of a place if it is considered that there is evidence that an applicant has made a fraudulent claim or provided misleading information.

**A school place may be withdrawn if it is proven that the address provided is fraudulent.**

## What if I move during the application process?

We allocate school places using the address at which your child is living on the application deadline (Thursday 31 October 2024).

### **Change of address before the application deadline for:**

#### **Online applications**

If you move house **before** the application deadline, you will be able to change your address and your preferences (if necessary) on your online application until 31 October 2024.

#### **Paper applications**

You will be able to provide your new address and/or change your preferences if you advise us by email or letter. We must receive any new information about your address or preferences by 31 October 2024.

Alternatively, you can post a new application to us with the new address and/or preferences but we must receive it by 31 October 2024 for the application to be considered as 'on time'.

Please note that we may need to ask for documentary evidence of a new address, for example a copy of signed lease/rental agreement (minimum six months) or copy of solicitor's letter confirming exchange of contracts/completion date.

All applications received after the deadline will be considered as 'late' applications and will not be processed until after National Offer Day.

### **Change of address after the application deadline:**

Please inform us of your new address by email or letter so that we can communicate with you.

If you move address **after** the closing date for applications and wish to change your preferences based on your new address, you should complete a new 'late application' form. This application must be accompanied by documentary evidence of your new address, for example, a copy of signed lease/rental agreement (minimum six months) or copy of solicitor's letter confirming exchange of contracts/completion date. Late applications are dealt with during our further rounds of allocation which start in April 2025.

We will still process your 'on time' application and a school place will be allocated based on the address we held on the closing date. If appropriate, we will then process any 'late applications' in the next allocation round, using your new address.

### **What happens if I do not live with my child's other parent and our child spends time at each address?**

Where more than one adult shares parental responsibility, and if the adults live at different addresses, it is important that an agreement be reached on which schools to apply for prior to making the application.

When parents live separately, and the child spends time with each parent, the home address will usually be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned.

Please note: other admission authorities may have a different method of deciding which address will be used. Please check the information given for your preferred schools in Section 3.

We will only respond to the parent or carer (the applicant) who has completed the application form. Where a parent has not shared information about the preference process with the other parent, we will use the following procedure if we receive a request for information from one of the parents:

- We will contact both parents to establish their right to view the information
- Once parental responsibility has been confirmed, we will send the information they are entitled to

## What happens if two adults who have parental responsibility for a child both submit an application with a different address or different preferences?

The LA can only process one application. If multiple applications are received for the same child, with conflicting address and/or school preferences, or if the School Admissions team is made aware of a dispute between two parents, all applications will be placed on hold and will **not** be processed until:

- a new single application is made, signed by all parties; or
- written agreement is provided from both parents indicating which application they have agreed on; or
- a court order is provided advising which parent's application should take precedence.

It is recommended that parents/carers should seek legal advice if they cannot agree upon a single application.

If no agreement is reached before the application closing date, it may not be possible to allocate a place at a preferred school because the applications will be placed on hold and therefore will not be considered until the later allocation rounds of allocation.

If an application has already been processed and a school place is offered before the School Admissions team were made aware of any disputes, we will not withdraw the allocated school place.

Further information on parental responsibility can be found on [the DfE website](#).

## When will I hear about the school place allocated to my child?

### National Offer Day – Monday 3 March 2025

All applicants who apply on-time online will receive an email advising them of the school at which their child has been allocated a place. The email will be sent to the email address you used when you applied on the date above. Alternatively, you can visit [our website](#) and log in to the application portal to find out where your child has been allocated a school place. **Remember to keep your password safe to enable you to do this.**

All applicants who made paper applications on time will be sent a letter, posted second class on 3 March 2025, informing them of the name of the school at which their child has been allocated a place. This offer letter will be sent to the address provided on the common application form.

## What if I am unhappy with the school place I am offered?

We understand that it can be disappointing for you and your child if your child is not allocated a place at one of your preferred schools.

If you have not been to visit the school where your child has been allocated a place, it would be a good idea to contact the school and arrange an appointment to find out more about the school if possible.

You can also:

- join a waiting list for schools for which you applied but were not offered a place. Details of how to do this will be in your offer email. Further information about waiting lists can be found on page 19
- make a late application for schools for which you have not yet applied. A list of schools with places will be on our website, [School admissions | North Northamptonshire Council \(northnorthants.gov.uk\)](https://www.northnorthants.gov.uk) from National Offer Day but you can apply for schools which are already full if you wish and request to be added to their waiting list/s if a place is not available. Please be aware that other parents may also make late applications for the schools which still had places on National Offer Day and places offered will be subject to the application of the oversubscription criteria meaning a place is not guaranteed

**Please note:** if a new application is made after National Offer Day and we are able to offer a place at one of your new preferred schools, your original allocation will be replaced with the newly allocated school. In other words, if you are originally offered school A, and you later apply for school B and we can allocate school B, we will withdraw the place offered at school A. Your most recent application will always override previous applications.

- appeal against the decision not to offer a place at a school at which your child was not allocated a place. Details will be on your offer email and you can also refer to the appeals information in Section 2 of this prospectus or visit the [appeals website](#).

## Can a school place be withdrawn?

Yes. If you have provided us with fraudulent or misleading information on your application form (e.g. a false claim to be living at a certain address or a false claim to have a sibling link) which has prevented us from giving a place to a child who should have been given the place, we may withdraw your offer of a place.

North Northamptonshire Council (or the LA processing an application on behalf of the admission authority) has the right to investigate any concerns we may have about an application and to withdraw the offer of a place if it is considered that there is evidence that an applicant has made a fraudulent claim or provided misleading information.

If a place is withdrawn, your child will be offered a place at an alternative school that still has places available.

## What happens after National Offer Day – 3 March 2025?

If you are accepting the offered school place and the school you have been offered is in North Northamptonshire, there is no need to contact us. We will assume that you have accepted the place.

If the school offered is outside of North Northamptonshire, we recommend you contact the school directly to check whether you need to formally accept the offer.

If you have been refused a place at any of your preferred schools, you are entitled to be placed on the waiting list and/or appeal against the decision not to offer your child a place at that school. You cannot appeal or be placed on the waiting list for a school for which you have not applied or for a school which was a lower preference than that which you have been offered. You will need to first make a new late application.

## How do waiting lists work?

From National Offer Day – 3 March 2025 – waiting lists are established for all schools that receive more applications than they have places available.

If you want us to add your child's name to a waiting list, you must contact us in writing (by email or letter) from 3 March 2025 – details will be on your offer letter or alternatively our contact details are at the end of this prospectus. All requests must be made in writing (not over the phone).

If a place becomes available at a school which has a waiting list, all those on the waiting list will be considered, including those appealing for a place and any new or late applications.

Waiting lists do not work on a first come, first served basis. Instead, on reallocation dates, we will start to allocate the available places using the schools' oversubscription criteria (see Section 3).

Please note, a child's position on the waiting list can change if new applicants are added to the list who have a higher priority for admission in line with a school's oversubscription criteria. As such, we do not usually disclose waiting list positions and can only confirm the current total number of children on the waiting list at a given time.

All oversubscribed schools maintain a waiting list for at least the first term of the academic year of admission (until December).

If you wish to remain on the waiting list for a Community or Voluntary Controlled school after December, you will need to contact the School Admissions Team by email or in writing in December and again at Easter. To remain on the waiting list after December for Voluntary Aided, Foundation, Academy, UTCs or Free schools, you must contact the schools directly.

## What is a late application?

On-time applications will be processed before those received after the application deadline (31 October 2024) and parents who apply on time will be notified of the school where a place has been allocated for their child on National Offer Day (3 March 2025).

Applications received after the application deadline are referred to as 'late' applications and these will be processed in the further rounds of allocations (see page 6 for details).

Parents who make a late application will not receive notification of the outcome of a late application on National Offer Day (3 March 2025).

If a late application is made for popular (oversubscribed) schools, it is possible that we will not be able to offer a place as the popular schools fill up with on time applicants. If we cannot offer a place at one of the preferred schools, we will offer a place at the closest school to your child's home address that still has places.

We will consider an application to be late if we receive it after the deadline on 31 October 2024, even if other children in the family attend the school, the children applying live in the linked area or if the applications are for children who have just moved into the area.

If you need to apply for a school place after the application deadline, you will have to complete a late application (which will be available on the North Northamptonshire Council website after 31 October 2024) as the online application portal for co-ordinated admissions will be closed.

Alternatively, a paper application form may be completed. Paper forms may be obtained from the School Admissions team – contact details are on the back cover of this prospectus, or you can request to have a form emailed to you so that you can print it off and complete it.

Late applications will be processed within our additional rounds of allocations between April and July 2025. The reallocation dates can be found on page 6. Depending on the number of applications received, it may take several weeks to process each round. Applicants will receive an offer via email where possible. Alternatively, offer letters will be posted.

### **In 2024, we received over 550 late Secondary applications across the North Northamptonshire.**

As a result of applying after the initial deadline, many of these applicants missed out on a place at their preferred schools. This is due to the fact that we are not able to consider any late applications for a school until the reconsideration dates, which are after all of the 'on time' applicants have been allocated school places

## **What do I need to do if my child is being educated out of their normal age group?**

Some children may be being educated out of their normal age group, for example, if they have been back-classed or if they are summer born and started in Reception at Compulsory School Age when the rest of their normal age group were moving into Year 1.

If these children are going to remain at Primary school until the end of their Year 6, this means that when they transfer to Secondary school, they will be the age of a Year 8 child.

Parents/carers will need to seek agreement from the admission authorities of their preferred school/s that they can delay applying for Year 7, rather than having to either miss Year 6 at Primary school to start Year 7 with their normal age group, or complete Year 6 at Primary school and go straight into Year 8, missing Year 7.

It is recommended that this is done when children in their normal age group are in Year 6 (i.e. when the child is in Year 5 at the same time as submitting a Year 7 application for their normal age group).

Parents will need to put their request in writing to their preferred schools. The school will pass the request to their admission authority to see if they agree to the request. Essentially parents are asking to delay their Year 7 application by a full year so their child to continue to be educated with their adopted age group.

The admission authority of the school will consider the request and make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- the parent's/carer's views
- information about the child's academic, social and emotional development
- where relevant, the child's medical history and the views of a medical professional
- whether the child has previously been educated out of their normal age group
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely
- the views of the Head teacher of the school concerned

The admission authority of the school **must** then set out clearly for parents the reasons for their decision about the year group the child should be admitted to.

Parents/carers do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

If the admission authority of the school agrees to your request, the application for a Year 7 place in your child's normal age group will be withdrawn (if one has been submitted) and you can make an application for your child's Year 7 place at the same time as the rest of their adopted year group. Please note, you will need written confirmation from the school and/or their admission authority that they will accept an application out of normal age group and this will need to be sent to the School Admissions team either before or at the same time as your Year 7 application is submitted.

## Section 2 – Additional Useful Information

This section contains additional information relating to schools which may be useful when applying for your child's school place.

### In-Year Admissions

#### What are in-year admissions?

You can make an in-year application if your child needs to join a school outside the normal admissions round - for example:

- if you move house and your child can no longer attend their current school
- if you are new to the North Northamptonshire area
- if you wish to change schools within the area

North Northamptonshire Council (North Northamptonshire Council) co-ordinates in-year applications for the majority of Secondary schools in the North Northamptonshire Council area of Northamptonshire, with the exception of the following school:

- Bishop Stopford School

The school above manages its own in-year admission process. Parents/carers wishing to apply for a place at this school should visit the school's website or contact the school directly.

The local authority (North Northamptonshire Council) provides an in-year application form on the website for parents to complete when applying for a place for their child at a school where North Northamptonshire Council co-ordinates in-year admissions i.e. at all mainstream state schools other than the school/s listed above. When making an application for an in-year school place, parents/carers should be aware that:

- Applications should not be made more than 20 school days before the place is required and applications outside this timescale will not be processed (children of UK Service Personnel (UK Armed Forces) and Crown Servants may apply for places in advance)
- Applications should only be made by a person with parental responsibility
- The in-year application form allows parents/carers to list up to three schools in order of preference

The in-year admission process can take up to 15 school days. Children who live in the local area and attend a local school should continue to attend their current school until an admission date has been agreed at the new school.

Children are expected to start at the new school within 5 school days of being allocated a place.

#### Home Address (child's)

If families are moving into the North Northamptonshire Council area, documentary evidence may be required to verify the address. The evidence may be in the form of a solicitor's letter to confirm exchange of contract, or a copy of the signed tenancy or rental agreement.

#### Applications for overseas children

Parents who are not UK or Irish nationals should check they, and their children, have a right to reside in the UK before applying for a school place in England. It is not the responsibility of the admission authority or co-ordinated local authority to check.

Advice for foreign nationals who wish to apply for a state-funded school place should check that they have a [right of abode](#) or that the conditions of their immigration status otherwise permit them to access a state-funded school.

North Northamptonshire Council will consider applications for places at state-funded schools from parents who are moving or returning to England or the UK. Where a place is refused, an appeal to an independent appeals panel will be offered.

For further information on the processing of applications from foreign nationals, or from another country, for a state-funded school place in England, please use the following link to the [DfE website](#)

## **Children of UK Service Personnel (UK Armed Forces) and Crown Servants**

For families of service personnel with a confirmed posting, or crown servants returning from overseas, the School Admissions team will:

- a) allocate a place in advance of the family arriving in the area (as long as one is available), provided the application is accompanied by an official letter that declares a relocation date. Admission authorities (i.e. bodies such as North Northamptonshire Council, the local authority, academy trusts and governing bodies of schools) **must not** refuse to process an application and **must not** refuse a place solely because the family do not yet have an intended address, or do not yet live in the area
- b) use the address at which the child will live when applying their oversubscription criteria, as long as the parents provide some evidence of their intended address. Admission authorities **must** use a Unit or quartering address as the child's home address when considering the application against their oversubscription criteria, where a parent requests this

## **Applications from Middle School children for a Year 9 place at a secondary school in the North Northamptonshire Council area**

There are some children who live in the North Northamptonshire Council area and attend a middle school in another local authority area. These children may want to apply for a Year 9 place in a North Northamptonshire secondary school. Such applications will be considered to be in-year applications rather than co-ordinated applications. This is because the co-ordinated scheme only applies to applications for the 'normal year of entry' to a school which, for a Secondary school, is Year 7.

## **Where to find the in-year application form**

The in-year application form should be completed online and can be found on the website under the heading 'In-year Places' [Move school during the school year \(in-year\) | North Northamptonshire Council \(northnorthants.gov.uk\)](#) or you can contact the School Admissions team to request a paper copy.

## **Finding the nearest school**

The nearest schools to your home address can be found by visiting our website: [Find a school | North Northamptonshire Council \(northnorthants.gov.uk\)](#)

Please be aware that the distances provided are not as precise as the measurements used when School Admissions makes measurements for the purpose of allocating places as these are calculated using a different mapping system.

## **Linked areas**

In North Northamptonshire, some schools give priority to children who live in a linked area. Linked areas are sometimes referred to as catchment, defined or designated areas.

Many rural areas have 'linked' secondary schools where living in a certain area or village may give priority for entry to a secondary school. A list of towns and villages and any links to schools can be found in Section 4. Living in a school's linked area means that a child may rank higher when the oversubscription admission criteria are applied for that school but living in a linked area **does not** guarantee a place at a school, nor does it guarantee that transport will be provided.

## **How the in-year admissions process works**

When the School Admissions team receives a completed in-year application form, and written proof of a new home address (if necessary), we will contact your preferred schools to find out if they have any available places in your child's year group. If a place can be offered at one of your preferred schools, we will inform you in writing by email or letter. The school will contact you with a start date; if you have not heard from the school within 5 school days of receiving your offer email from School Admissions, please contact the school directly.

If you make a preference for a Foundation, Voluntary Aided, Academy, UTC or Free School, we will forward your application to the school for consideration as these types of schools are their own admission authority and they will let us know if they can offer a place. If the school is able to offer a place, we will inform you in writing by email or letter. The school will contact you with a start date; if you have not heard from the school within 5 school days of receiving your offer email from School Admissions, please contact the school directly.

If it is not possible to offer a place at the school, you can ask for your child's name to be added to the waiting list by contacting the School Admissions Team or the school directly.

If a place cannot be offered at any of your preferred schools and your child does not have a school place, we will offer a place at the school which is the nearest to your home address with places available in your child's year group.

The School Admissions team at North Northamptonshire Council can, on request, provide information to prospective parents about places still available in all schools in the area. However, parents should be aware that the information on place availability is subject to change as school places are being allocated all the time. Schools are required to co-operate in the process by informing the School Admissions team within 2 school days about the number of places they have available.

## **Right to appeal**

Parents / carers have a statutory right to appeal against refusal of a place at any school for which they have applied. For details of how to appeal, please refer to the [Appeals Team's website](#).

## **North Northamptonshire Council's in-year coordination scheme**

The 2021 School Admissions Code requires local authorities to publish an in-year co-ordination scheme providing details of how the in-year admission process will operate.

North Northamptonshire Council's in-year co-ordination scheme can be found [here](#)

## **Requests for admission outside the normal age group**

Parents/carers may seek a place for their child out of their normal age group. Parents of children who are gifted and talented or parents of children who have experienced problems such as ill health, may wish their children to be educated in either a higher or lower year group, according to the child's circumstances. If parents are applying for places in Community and Voluntary Controlled Schools, parents/carers must put a formal request in writing to the School Admissions Team which acts on behalf of North Northamptonshire Council, the admission authority for these types of schools, as well as submitting an in-year application. Parents/carers must make their requests directly to the schools themselves if the schools are their own admission authority – i.e. schools such as Academies, Free Schools, Voluntary Aided or Foundation schools.

The admission authority of the school will consider the request and make a decision on the basis of the circumstances of each case and in the best interests of the child concerned. This will include taking account of:

- the parent's/carer's views
- information about the child's academic, social and emotional development
- where relevant, the child's medical history and the views of a medical professional
- whether the child has previously been educated out of their normal age group
- whether the child may naturally have fallen into a lower age group if it were not for being born prematurely
- the views of the Head teacher of the school concerned

The admission authority of the school **must** set out clearly for parents the reasons for their decision about the year group a child should be admitted to.

Parents/carers do not have a right to appeal if they are offered a place at the school but it is not in their preferred age group.

Please check individual schools' admission arrangements directly with the schools or on their websites to ensure you are following the correct procedure.

## Education, Health and Care (EHC) Plans

### How do I apply for a school place if my child has an Education, Health and Care (EHC) Plan?

If your child has an Education, Health and Care Plan, you do not apply for a school place using the normal common application form. Instead, you will receive a letter from the Education, Health and Care team, seeking details of your school preference.

You will be asked to return your preference within 15 days.

You will be informed of the outcome of this consultation by 15 February 2025.

If you disagree with this decision, you can then appeal to the Special Educational Needs and Disability Tribunal (SEND), not to the independent appeal panel.

If your child is under assessment for an Education Health & Care assessment, you will need to complete a common application form.

**Please note: throughout this composite prospectus, if reference is made to 'pupils who have a Statement of Special Educational Needs', this means pupils with Education, Health and Care (EHC) Plans.**

## Where can I get support?

If you need any further information or clarification please contact the Education, Health and Care Team, the contact details are:

**Office Address:** Education, Health and Care Team  
North Northamptonshire Council  
Tithe Barn Offices  
Tithe Barn Road  
Wellingborough  
NN8 1BN

**Email** the Kettering team at [EHCNorth.Kett@northnorthants.gov.uk](mailto:EHCNorth.Kett@northnorthants.gov.uk)

**Email** the Corby team at [EHCNorth.Corby@northnorthants.gov.uk](mailto:EHCNorth.Corby@northnorthants.gov.uk)

**Email** the Wellingborough team at [EHCNorth.Well@northnorthants.gov.uk](mailto:EHCNorth.Well@northnorthants.gov.uk)

**Email** the East Northants team at [EHCNorth.EN@northnorthants.gov.uk](mailto:EHCNorth.EN@northnorthants.gov.uk)

## Information Advice Support Service (IASS)

IASS offers impartial advice to parents of children with Special Educational Needs and Disabilities (SEND). You can contact them for more information.

**By visiting their [website](#)**

**By emailing [sendiass@northnorthants.gov.uk](mailto:sendiass@northnorthants.gov.uk)**

**By telephoning** the Advice Line: 0300 373 2532 - Monday to Friday 9:30am – 4:30pm

## School Admissions Appeals

You have the right to appeal against the decision not to offer your child a place at the schools stated on your application, unless you have been allocated a higher preference.

### Before submitting your appeal

Read the on-line information about appeals and timescales on the [NORTH NORTHAMPTONSHIRE COUNCIL website](#).

### How to submit your appeal

Your offer email will inform you whether you need to lodge your appeal on the North Northamptonshire Council website, or with the school directly. You can also visit the North Northamptonshire Council website to find out this information.

You should then complete the online appeal form on the North Northamptonshire Council's website or make a written request for an appeal pack to the school's admission authority.

If you complete the online appeal form on the North Northamptonshire Council website and wish to submit supporting evidence after lodging your appeal, it should be e-mailed to: [AppealsTeam.NCC@northnorthants.gov.uk](mailto:AppealsTeam.NCC@northnorthants.gov.uk) within the next 10 working days.

Please also use this e-mail address to notify us if you subsequently decide not to proceed with your appeal.

Appeals must be lodged in writing, giving the reasons for appeal, by published deadlines. Appeals received after this date will still be heard, but there is no guarantee they will be heard before the end of the school year in which the application is made.

## What happens next?

Contact School Admissions at the address below to have your child's name added to the waiting list of any school at which it has not been possible to offer a place.: [schoolallocations.NCC@northnorthants.gov.uk](mailto:schoolallocations.NCC@northnorthants.gov.uk) (Please note: if you want to be added to the waiting list for a school which was a lower preference than that which has been offered, you will need to submit a new late application).

Have a look on the School Admissions pages of the North Northamptonshire Council website – there may be other schools you wish to apply for. This can be done alongside and independently from the appeal process. To do this, please submit a late secondary application.

The allocated place will remain until such time as a new place is offered or we receive notification from you that your child will be attending an independent school. This will ensure that if your appeal is unsuccessful, your child will not be left without a school place.

For further information on the appeal process, please go to the [School Admissions Appeals](#) pages of the North Northamptonshire Council's website.

Impartial free legal advice about appeals can be obtained from:

- [Coram Children's Legal Centre](#) (Telephone 0300 330 5485)
- [Advisory Centre for Education \(ACE\)](#) (Telephone 0300 0115 142)

The School Admissions Code Appeals Code can be found on the [Department for Education's website](#).

## Home to school transport

### Mainstream Primary Schools

North Northamptonshire Council is required to provide assistance for travel between Home and School for children and young people residing in the area who meet the eligibility criteria set out below.

The Council also has responsibility for those who live outside the area and for whom the Council has financial responsibility, for example Looked after Children.

There is no automatic entitlement to assistance with travel between home and school. Parents requiring home to school transport or other travel assistance will need to make an application.

The Council will only enable a child or young person to travel to school for the beginning of the **school day**, and to return **home** at the end of the **school day**.

The Council is not required to make arrangements for travel between institutions during the **school day**, or to enable children or young people to attend extra-curricular activities and other commitments outside school hours. Responsibility for making, together with costs of, travel arrangements in these cases will lie with the parents or school, or in exceptional circumstances the Social Care and Health team.

The Council will provide transport or travel assistance, or make free travel arrangements for pupils meeting the following criteria:

### **Distance**

- Pupils between 5 and 8 years of age (including those who will become 5 in the course of the academic year) who are attending their nearest suitable school and who live more than 2 miles from that school.
- Pupils aged 8 to 16 years who are attending their nearest suitable school and who live more than 3 miles from that school
- Pupils aged 5 to 16 years of age, (including those who will become 5 in the course of the academic year) where their nearest suitable school is within the walking distances set out above BUT where the walking route is assessed as unacceptable to walk according to the Council's published criteria, even if accompanied by an adult as necessary.
- Pupils aged 5 to 16 (including those who will become 5 in the course of the academic year) whose parents/carers have a disability. Where the Council relies on a parent/carer accompanying a pupil along a walking route for it to be considered safe, or to accompany a pupil between home and a picking up or setting down point but the parent's or carer's permanent or temporary disability prevents them from doing so, then the Council may provide free transport as a "reasonable adjustment" under the terms of the Equality Act 2010.

### **Low income**

A child or young person will qualify for travel assistance under the low income criteria if:

- they are attending their nearest suitable school **and**
- are entitled to receive free school meals on financial grounds or their parents are in receipt of Universal Credit or the Maximum level of Working Tax Credit.

Children, who attend a primary school and who are aged 8 years but less than 11 years, must also:

- attend their nearest suitable school for transport purposes **and**;
- live between 2-6 miles from the school.

Children attending a secondary school and therefore aged 11 years and over, must also:

- attend one of their three nearest suitable schools for transport purposes **and**;
- live between 2-6 miles from the school.

Primary and Secondary aged children, who are attending a faith school must in addition to receiving the benefits above;

- Be attending a faith school as expressly requested by their parents at time of admission, where that school is the nearest appropriate faith school based upon their beliefs and
- live between 2 - 15 miles from the school.

### **Availability of School Places**

Where a place is not available at the child or young person's nearest suitable school at the point of starting school, transferring to secondary school, or moving into a new area, free travel assistance will be provided to the next nearest suitable school, subject again to distance and route acceptability criteria.

### **Travel arrangements for pupils with SEN or a Disability**

2.1 Transport can be an important factor in the support for children and young people with Special Educational Needs and Disabilities.

Not all children or young people with an Education, Health and Care Plan (EHCP) will receive home to school transport. All children and young people will be assessed in accordance with The Council's Transport and Travel Assistance Policy, regardless of whether they hold an EHCP or not.

All children and young people, including those with Special Educational Needs and Disabilities (SEND) up to the age of 25, are subject to general Local Authority Transport criteria as described in Section 1 for primary and secondary mainstream children and young people.

Please note that where a pupil with SEN or a disability lives further than the statutory distance from school, ( i.e. over 2 miles from home address if under 8 OR over 3 miles from home address for those between 8 and 16 years) AND the school is their nearest mainstream school, or the nearest suitable special provision, then transport or travel assistance will be provided on the grounds of distance, taking into account any additional needs that they may have.

Transport or Travel assistance will additionally be provided for children and young people who cannot reasonably be expected to walk to school because of their mobility problems or because of associated health and safety issues related to their special educational needs (SEN) or disability. Eligibility, for such children will be assessed on an individual basis.

### **How do I apply for transport assistance?**

The Travel Assistance home page contains links to all transport policies and application forms. The Home page can be found at:

[School travel assistance | North Northamptonshire Council \(northnorthants.gov.uk\)](http://northnorthants.gov.uk)

### **Where to get more information**

Further information about Home to School mainstream transport can be found in the Council's Home to School Transport Policy which is published on [our website](#).

Alternatively you can email the team at [schooltransport.North Northamptonshire Council@northnorthants.gov.uk](mailto:schooltransport.North Northamptonshire Council@northnorthants.gov.uk)

If transport information changes after publication of this booklet, up-to-date information is available on the website.

## **Free School Meals**

All children in Reception, Year 1 and Year 2 are automatically entitled to free school meals under the [Universal Infant Free School Meals Scheme](#)

You can apply for free school meals for older children in full-time education up to the age of 18 if you are in receipt of certain benefits and they attend a school in North Northamptonshire.

Qualifying benefits:

- Universal Credit (annual net income of no more than £7,400, as assessed by earnings from up to three of your most recent assessment periods)
- Income Support, income-based Jobseeker's Allowance or Income-based Employment and Support Allowance
- Support under Part VI of the Immigration and Asylum Act 1999
- The guarantee element of Pension Credit

- Child Tax Credit (provided you're not also entitled to Working Tax Credit and have an annual gross income of no more than £16.190)
- Working Tax Credit run-on (paid for four weeks after you stop qualifying)

If you are eligible, you will need to find out from your school how to order and access free meals.

## **Looked after children and children with Special Educational Needs (SEN)**

Looked after children and children with an EHC plan or special educational needs do not automatically qualify for free school meals. Families will need to meet the eligibility criteria above.

The government directly funds meals for children residing in local authority care homes.

### **For information and to apply**

For more information about entitlement to free school meals, to check your eligibility and to apply visit the [Free School Meals website](#)

Alternatively you can contact the team at [freeschoolmeals.NCC@northnorthants.gov.uk](mailto:freeschoolmeals.NCC@northnorthants.gov.uk).

**All applications for free school meals must be made online.**

## Sixth Form Admissions (Year 12)

The North Northamptonshire schools listed below all have sixth-form provision.

Please note that North Northamptonshire Council is not responsible for the admissions process for sixth form places. If you wish to find out about applying for a place in a sixth form, please contact the school directly or visit the school's website for further details of their admission arrangements and how to apply.

### **Corby**

Brooke Weston Academy  
Corby Business Academy  
Corby Technical School  
Kingswood Secondary Academy  
Lodge Park Academy  
The Corby Sixth Form

### **Kettering**

Bishop Stopford School  
Kettering Buccleuch Academy  
Kettering Science Academy  
Montsaye Academy  
Southfield School for Girls  
The Latimer Arts College

### **Wellingborough**

Sir Christopher Hatton Academy  
Weavers Academy  
Wollaston School  
Wrenn School

### **East Northamptonshire**

Huxlow Academy  
Manor School Sports College  
Prince William School  
Rushden Academy  
The Ferrers School

## Neighbouring Local Authorities

You must submit your CAF to your home local authority when applying for a place for the normal point of entry (Reception for Primary or Infant school, Year 3 for Junior school and Year 7 for Secondary school), regardless of where the school is situated.

If you live in North Northamptonshire and wish to apply for a place at a school outside the area, you must still include this school as a preference on your common application form submitted to North Northamptonshire Council. **Do not** send an application form to the local authority in which the school is situated.

If you would like details of schools in other local authorities please contact these authorities directly, see contact details below:

Authority	Local Authority Number	Contact Details
West Northamptonshire Council	941	Tel: 0300 126 7000 Email: <a href="mailto:admissions@westnorthants.gov.uk">admissions@westnorthants.gov.uk</a>
Bedford Borough Council	822	Tel: 01234 718120 Email: <a href="mailto:admissions@bedford.gov.uk">admissions@bedford.gov.uk</a>
Buckinghamshire Council*	825	Tel: 0300 131 6000 <a href="http://www.buckscc.gov.uk/admissions">www.buckscc.gov.uk/admissions</a>
Cambridgeshire County Council	873	Tel: 0345 045 1370 <a href="http://www.cambridgeshire.gov.uk">www.cambridgeshire.gov.uk</a>
Central Bedfordshire Council	823	Tel: 0300 300 8037 Email: <a href="mailto:admissions@centralbedfordshire.gov.uk">admissions@centralbedfordshire.gov.uk</a>
Leicester City Council	856	Tel: 0116 454 1009 Email: <a href="mailto:admissions.online@leicester.gov.uk">admissions.online@leicester.gov.uk</a>
Leicestershire County Council	855	Tel: 0116 305 6684 Email using the <a href="#">online contact form</a>
Lincolnshire County Council	925	Tel: 01522 782030 Email: <a href="mailto:schooladmissions@lincolnshire.gov.uk">schooladmissions@lincolnshire.gov.uk</a>
Milton Keynes Council	826	Tel: 01908 253338 Email: <a href="mailto:primaryadmissions@milton-keynes.gov.uk">primaryadmissions@milton-keynes.gov.uk</a>
Oxfordshire County Council	931	Tel: 0345 241 2487 Email using the <a href="#">online contact form</a>
Peterborough City Council	874	Tel: 01733 864007 Email: <a href="mailto:admissions@peterborough.gov.uk">admissions@peterborough.gov.uk</a>
Rutland County Council	857	Tel: 01572 722577 Email: <a href="mailto:admissions@rutland.gov.uk">admissions@rutland.gov.uk</a>
Warwickshire County Council*	937	Tel: 01926 414143 Email: <a href="mailto:admissions@warwickshire.gov.uk">admissions@warwickshire.gov.uk</a>

**\* Please note that Buckinghamshire and Warwickshire operate the 11+ system. Please contact the School Admissions teams in these authorities if you wish to register your child for the test.**

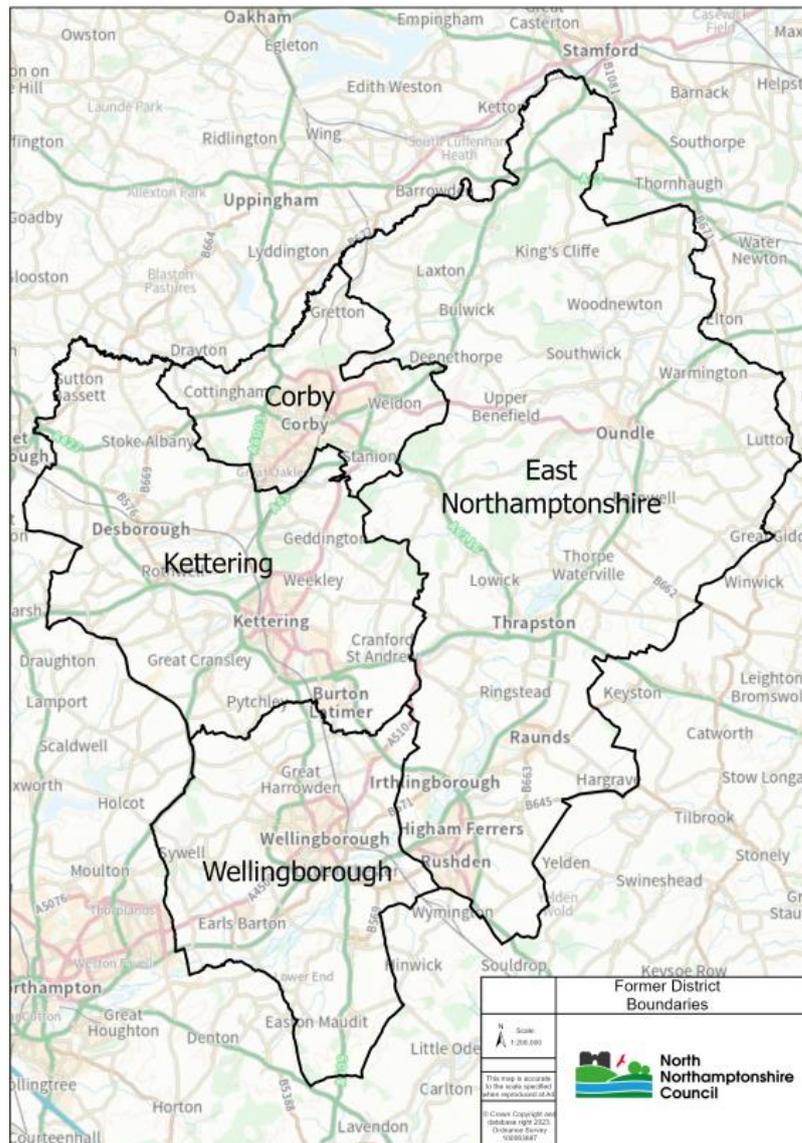
## UTCs in and around Northamptonshire

Name and Address	Principal	Contact Details
<b>Bucks UTC</b> Oxford Road Aylesbury Bucks HP21 8PB	Nick Lamb	Bucks UTC Website Tel: 01296 388688 Email: reception@buckinghamshireutc.co.uk
<b>UTC Oxfordshire</b> Greenwood Way Harwell Didcot OX11 6BZ	Sam Knowlton	<a href="#">UTC Oxfordshire Website</a> Tel: 01235 391587 Email: enquiries@utcoxfordshire.org.uk
<b>Greater Peterborough UTC</b> Park Crescent Peterborough PE1 4DZ	David Bisley	<a href="#">Peterborough UTC Website</a> Tel: 01733 715950 Email: office@gputc.com
<b>WMG Academy for Young Engineers</b> Mitchell Avenue Coventry CV4 8DY	Mr Fiesal Mahroof	<a href="#">WMG Academy Website</a> Tel: 02476 464661 Email: info@wmgacademy.org.uk
<b>Cambridge Academy for Science &amp; Technology</b> Robinson Way Cambridge CB2 0SZ	Danielle Pacey	<a href="#">Cambridge Academy Website</a> Tel: 01223 724300 Email: cast-enquiries@cambridgeAST.org.uk
<b>Silverstone UTC</b> Silverstone Circuit Silverstone Northamptonshire NN12 8TL	John McAfee	<a href="#">Silverstone UTC Website</a> Tel: 01327 855010 Email: info@utc-silverstone.co.uk

Details of other UTCs in the country can be found by clicking [here](#).

# Section 3 – Individual School Information and Admission Arrangements – including Oversubscription Criteria

## Areas of North Northamptonshire



**Information about schools in each area can be found on the following pages:**

Schools in the Corby area – pages 37-48

Schools in the Kettering area – pages 49-61

Schools in the East Northamptonshire area – pages 62-70

Schools in the Wellingborough area – pages 71-79

A parent can apply for a place for their child at any school. You may include schools from any part of the local authority (North Northamptonshire Council) on your application form (including schools

in West Northamptonshire), as well as any schools in other local authority areas outside North Northamptonshire Council

Please note that the information in this prospectus is correct at the time of publishing but may be subject to change. Use this link: <https://www.northnorthants.gov.uk/schools-and-education/find-school> for up-to-date information.

Each Secondary school in North Northamptonshire has its own set of admission arrangements and its own oversubscription criteria, which are set annually by the school's admission authority.

If a school receives more applications than the number of places available (known as the Published Admission Number or PAN), places are allocated in accordance with that school's oversubscription criteria.

If the PAN is reached within one of the criteria, places will be allocated up to the school's PAN using either distance measurements or random allocation, depending on the school's admission arrangements. Further information on the 'Allocation of Places up to PAN' can be found in the Glossary, in Section 4 of this prospectus.

There is information on the following pages about each Secondary school in North Northamptonshire, including: the school's contact details; PAN; whether the school was over-subscribed last year and the oversubscription criteria set by the admission authority for the school.

**Please note:** If you live in North Northamptonshire and are applying for a place in a school outside North Northamptonshire (i.e., a school not listed on the pages in this section), you must still apply for that school through North Northamptonshire Council, using the common application form.

## How school information is arranged

For each area, there is a map showing where the schools are located, followed by a table of information for the schools in the area, providing the following information:

- **School:** the school's name and address
- **DfE number:** the unique number given to the school by the Department for Education (DfE)
- **Age Range:** The Age Range tells you the age of children who attend that school:
- **Contact details:** telephone number, email and website
- **Head teacher:** the name of the school Head teacher or Principal
- **PAN:** this tells you the published admission number (PAN) for the school for the normal point of entry (Year 7)
- **Type of School:** this will tell you if the school is a Community (C), Voluntary Controlled (VC), Voluntary Aided (VA), Academy (A), Foundation (F) or Free School. The admission authorities of the schools are responsible for setting the admission arrangements for their schools (see the Glossary in Section 4 for more information about the different types of school).
- **SIF:** this will tell you if you need to complete a Supplementary Information Form (SIF) as part of the application process for the school. SIFs must be returned directly to the school. SIFs do not replace the Common Application Form which must be submitted to the local authority.
- **Linked Area:** some schools give priority in their admission criteria to children living in a linked area. If the school has "Linked Areas", these will be listed here.
- **No. of prefs in 2024:** the number of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> preferences received for Year R (or Year 3 for Junior schools) for September 2024 by the application deadline of 15 January 2024.

- **Oversubscribed for 2024?** This will tell you if the school was oversubscribed on National Offer Day (16 April 2024). A “Yes” indicates that the school reached its PAN and there were applicants who were refused places. A “No” indicates that all applicants requesting a place were offered a place (unless they were allocated a higher preference).

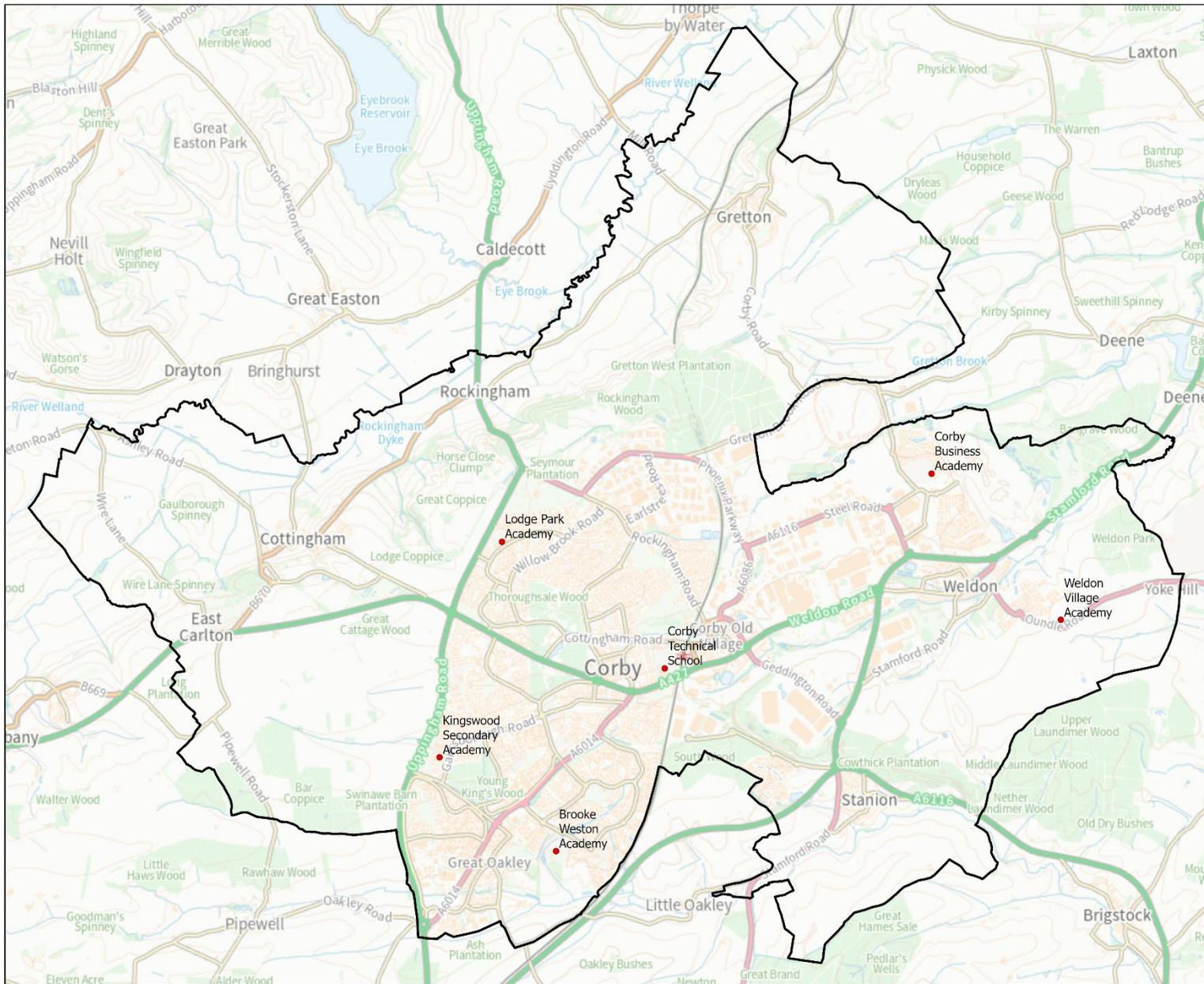
In the pages following the maps and tables, you will find the oversubscription criteria for each Secondary school in North Northamptonshire which will explain how places will be allocated at each school.

## Further advice

The Glossary contains the definitions used by North Northamptonshire Council for its schools - Community and Voluntary Controlled schools. Many OAA schools use the same definitions in their schools' admission arrangements. OAA schools may use slightly different definitions and these can be found within the individual school's admission arrangements.

Parents are advised to read the definitions in Section 4 of this prospectus, and within a school's admissions arrangements, of terms such as:

- Siblings
- Home Address
- Multiple Births
- Children of Staff
- Worshipping members



N  
Scale:  
1:42,500

Corby  
Secondary Schools

This map is accurate to  
the scale specified above  
when reproduced at:  
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Ordnance Survey AC0000843726

## Secondary schools in the Corby area

School	DfE No	Contact details	Principal	PAN	Type of school	SIF	Test	Number of prefs received	Oversubscribed for 2024
<b>Brooke Weston Academy</b> Coomb Road Great Oakley Corby NN18 8LA	940/ 6907	01536 396366 <a href="mailto:enquiry@brookeweston.org">enquiry@brookeweston.org</a> <a href="http://www.brookeweston.org">www.brookeweston.org</a>	Principal:  Ms Clare Haworth	180	Academy (ages 11 to 18)	No	No	677	Yes
<b>Corby Business Academy</b> Academy Way Gretton Road Corby NN17 5EB	940/ 6906	01536 303120 <a href="mailto:enquiries@corbybusinessacademy.org">enquiries@corbybusinessacademy.org</a> <a href="http://www.corbybusinessacademy.org">www.corbybusinessacademy.org</a>	Mr Simon Underwood	200	Academy (ages 11 to 18)	No	No	526	Yes
<b>Corby Technical School</b> Cottingham Road Corbywoll NN17 1TD	940/ 4003	01536 213100 <a href="mailto:enquiries@corbytechnicalschool.org">enquiries@corbytechnicalschool.org</a> <a href="http://www.corbytechnicalschool.org">www.corbytechnicalschool.org</a>	Mrs Angela Reynolds	150	Free School (ages 11 to 18)	No	No	500	Yes
<b>Kingswood Secondary Academy</b> Gainsborough Road Corby NN18 9NS	940/ 4013	01536 741857 <a href="mailto:enquiries@kingswoodsecondaryacademy.org">enquiries@kingswoodsecondaryacademy.org</a> <a href="http://www.kingswoodsecondaryacademy.org">www.kingswoodsecondaryacademy.org</a>	Mr Gary Carlile	216	Academy (ages 11 to 18)	No	No	318	No
<b>Lodge Park Academy</b> Shetland Way Corby NN17 2JH	940/ 4009	01536 203817 lpa- <a href="mailto:enquiries@lodgeparkacademy.co.uk">enquiries@lodgeparkacademy.co.uk</a> <a href="http://www.lodgeparkacademy.co.uk">www.lodgeparkacademy.co.uk</a>	Sue Jones	210	Academy (ages 11 to 18)	No	No	109	No

School	DfE No	Contact details	Principal	PAN	Type of school	SIF	Test	Number of prefs received	Oversubscribed for 2024
<b>Weldon Village Academy</b>  Oundle Road Weldon Corby NN17 3GE	940/4001	01536 853100 enquiries@weldonva.org <a href="http://www.weldonva.org">www.weldonva.org</a>	Mr Matt Norris	150	Academy (ages 11 to 18)	No	No	380	Yes

## Brooke Weston Academy (940/6907)

### Oversubscription Criteria

When more than 180 applications are received and after the applicants with an EHC Plan where Brooke Weston Academy is named as the appropriate provision have been admitted, priority will be given in accordance with the Academy's oversubscription criteria.

Places will be allocated to pupils who have a EHC Plan that names the school as the appropriate provision. When there are more applications for places than there are places available, priority will be given in the following order:

- a) Looked after children and all previously looked after children
- b) Children of staff where that member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage in the area. (Demonstrable skill shortage will only normally apply to qualified teacher positions, where the school has continually been unable to recruit)
- c) Children who have a sibling link (see below for definition of 'sibling')
- d) Children who live in the linked area (see below)
- e) Other children based on the distance between the home address and school

If the Admission Number is exceeded within criterion b), c) or d), all places within that year group will be allocated at random in the priority order listed above. The random allocation will ensure that the correct proportions are allocated from each stanine. The random allocation will be generated electronically and will be verified by an independent observer to guarantee fairness.

If the Admission Number is exceeded within criterion (e), in the case where the distances from home address to school address point are the same (for example, multiple applications for the same shared dwelling occurs i.e. flats), a randomiser will be used to decide the priority in which pupils are selected. The random allocation process will be subject to independent verification.

### Linked Area

Corby and its associated villages. The associated villages are: Brigstock, Cottingham, East Carlton, Great Oakley, Gretton, Harringworth, Little Oakley, Little Stanion, Lyveden, Middleton, Rockingham, Stanion, Weldon, Wilbarston, Newton, Pipewell, Rushton and Geddington.

### Sibling link

A sibling link will arise where one of the conditions in each of A and B are satisfied.

#### Condition A

- A brother or sister living at the same address, who shares the same parents
- A half-brother or half-sister living at the same address, where two children share one common parent
- A step brother or step sister living at the same address, where two children are related by a parent's marriage
- Adopted or fostered children living in the same household

#### Condition B

For the sibling link to apply, one of the siblings must be a registered pupil at the named Academy at the time of application and is expected to remain on roll at the point of admission.

### **Additional Sibling Link Information:**

Although the definition of “Sibling” does not specify whether the Sibling should be younger or older, it should be noted that for admissions to the primary or secondary phases of education, the sibling link will only be valid where the older sibling is on roll at the academy at the time of application and is expected to be still on roll at the time of admission.

### **Home address**

Where a child lives or their “home address” will be determined at the time of application. The child’s home address is defined as the address at which the child normally resides with their parent/carer. If a child lives with their separated parents for different parts of the week, the Trust will treat their home address as the place the child sleeps for the majority of the school week. If the child spends equal periods at the two addresses, the parents must agree to nominate one address to be taken as the home address.

### **Year 7 Waiting Lists**

From the 1st March until the 31st August of the offer year (the academic year before the academic year in which students are admitted into Year 7) children’s position on the Year 7 waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated, through a fresh round of random allocation in accordance with the oversubscription criteria.

From the 1st September until the 31st December of the Year of entry in Year 7, late applicants (those who did not apply before the Local Authority’s closing date) will be placed on the waiting list.. Where places become vacant they will be allocated, through a fresh round of random allocation, in accordance with the oversubscription criteria.

## **Corby Business Academy (940/6906)**

When more than 200 applications are received and after the applicants with an EHC Plan where Corby Business Academy is named as the appropriate provision have been admitted, priority will be given in accordance with the Academy’s oversubscription criteria.

### **Oversubscription Criteria**

- a) Looked after children and all previously looked after children
- b) Children of staff who have been employed at the named school for two or more years at the time at which the application for admission to the named school is made, and/or staff recruited to fill vacant posts for which there is a demonstrable skill shortage. (Demonstrable skill shortage will only normally apply to qualified teacher positions, where the school has continually been unable to recruit)
- c) Children with a sibling link (see below for definition of ‘sibling’)
- d) Children who live closer to Corby Business Academy than any other school\*
- e) Children who live in the Academy’s linked villages
- f) Other children

Should a ‘tie-breaker’ be required in criterion **b), c), d), e) or f)**, priority will be given to children whose home address is closest to the Academy as measured in a straight line. Distances are measured from the home address to the address point of the school. It is measured on a straight line basis, using a geographical information system. In the case where 2 distances are the same, a

randomiser will be used to decide the priority in which pupils are selected. The random allocation process will be subject to independent verification.

## **Definitions**

\*‘Any other school’ does not include Brooke Weston Academy.

## **Linked villages**

The linked villages are the parishes of Brigstock, Gretton, Harringworth, Little Oakley, Little Stanion, Lyveden, Stanion and Weldon.

## **Sibling link**

A sibling link will arise where one of the conditions in each of A and B are satisfied:

### **Condition A**

- A brother or sister living at the same address, who shares the same parents
- A half-brother or half-sister living at the same address, where two children share one common parent
- A step brother or step sister living at the same address, where two children are related by a parent’s marriage
- Adopted or fostered children living in the same household

### **Condition B**

For the sibling link to apply, one of the siblings must be a registered pupil at the named Academy at the time of application and is expected to remain on roll at the point of admission.

### **Additional Sibling Link Information:**

Although the definition of “Sibling” does not specify whether the Sibling should be younger or older, it should be noted that for admissions to the primary or secondary phases of education, the sibling link will only be valid where the older sibling is on roll at the academy at the time of application and is expected to be still on roll at the time of admission.

## **Home address**

Where a child lives or their “home address” will be determined at the time of application. The child’s home address is defined as the address at which the child normally resides with their parent/carer. If a child lives with their separated parents for different parts of the week, the Trust will treat their home address as the place the child sleeps for the majority of the school week. If the child spends equal periods at the two addresses, the parents must agree to nominate one address to be taken as the home address.

## **Year 7 Waiting List**

From the 1st March until the 31st August of the offer year (the academic year before the academic year in which students are admitted into Year 7) children's position on the Year 7 waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated, through a fresh round of allocation, in accordance with the oversubscription criteria..

From the 1st September until the 31st December of the Year of entry in Year 7, late applicants (those who did not apply before the Local Authority’s closing date) will be placed on the waiting list.. Where places become vacant they will be allocated, through a fresh round of allocation, in accordance with the oversubscription criteria.).

## Corby Technical School (940/4003)

The Brooke Weston Trust will consider all applications for places. When more than 150 applications are received and after the applicants with an EHC Plan where Corby Technical School is named as the appropriate provision have been admitted, priority will be given in accordance with the School's oversubscription criteria.

### Oversubscription criteria

Places will be allocated to pupils who have a EHC Plan that names the school as the appropriate provision. When there are more applications for places than there are places available, priority will be given in the following order:

- a) Looked after children and all previously looked after children
- b) Children of staff who have been employed at the named school for two or more years at the time at which the application for admission to the named school is made, and/or staff recruited to fill vacant posts for which there is a demonstrable skill shortage. (Demonstrable skill shortage will only normally apply to qualified teacher positions, where the school has continually been unable to recruit)
- c) Children with a sibling link (see below for definition of 'sibling')
- d) Children who live in the linked area
- e) Other children based on the distance between the home address and school

### Distance Tiebreaker

If the Admission Number is exceeded within criterion b), c), or d), places within that criterion will be allocated at random. The random allocation will ensure that the correct proportions are allocated from each stanine. If the Admission Number is exceeded within criterion e), priority will be given to children who live closest to the Academy, as measured from their home address to the address point of the school. In the case where the distances from home address to school address point are the same (for example, multiple applications for the same shared dwelling occurs i.e. flats), a randomiser will be used to decide the priority in which pupils are selected. The random allocation process will be subject to independent verification.

### Linked Area

The town of Corby and its linked villages: Brigstock, Cottingham, East Carlton, Great Oakley, Gretton, Harringworth, Little Oakley, Little Stanion, Lyveden, Middleton, Rockingham, Stanion and Weldon.

### Sibling link

A sibling link will arise where one of the conditions in each of A and B are satisfied.

#### Condition A

- A brother or sister living at the same address, who shares the same parents;
- A half-brother or half-sister living at the same address, where two children share one common parent;
- A step brother or step sister living at the same address, where two children are related by a parent's marriage;
- Adopted or fostered children living in the same household.

#### Condition B

For the sibling link to apply, one of the siblings must be a registered pupil at the named Academy at the time of application and is expected to remain on roll at the point of admission.

### **Additional Sibling Link Information:**

Although the definition of “Sibling” does not specify whether the Sibling should be younger or older, it should be noted that for admissions to the primary or secondary phases of education, the sibling link will only be valid where the older sibling is on roll at the academy at the time of application and is expected to be still on roll at the time of admission.

### **Home address**

Where a child lives or their “home address” will be determined at the time of application. The child’s home address is defined as the address at which the child normally resides with their parent/carer. If a child lives with their separated parents for different parts of the week, the Trust will treat their home address as the place the child sleeps for the majority of the school week. If the child spends equal periods at the two addresses, the parents must agree to nominate one address to be taken as the home address.

### **Year 7 Waiting List**

From the 1st March until the 31st August of the offer year (the academic year before the academic year in which students are admitted into Year 7) children's position on the Year 7 waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated, through a fresh round of allocation, in accordance with the oversubscription criteria.

From the 1st September until the 31st December of the Year of entry in Year 7, late applicants (those who did not apply before the Local Authority’s closing date) will be placed on the waiting list. Where places become vacant they will be allocated, through a fresh round of allocation, in accordance with the oversubscription criteria

## **Kingswood Secondary Academy (940/4013)**

Where fewer applications than the published admission number for the relevant year group are received, the Academy will offer place to all those who have applied.

The Kingswood Secondary Academy will accept all pupils with a statutory right to a place through an Education, Health and Care (EHC) Plan naming the Academy.

### **Oversubscription Criteria**

After the admission of pupils with an EHCP which names the school, criteria will be applied for the remaining places in the order in which they are set out below:

1. Looked after children and all previously looked after children
2. Children who live in Cottingham, Middleton, Rockingham and East Carlton
3. Children who will have an older sibling continuing at the Kingswood Secondary Academy at the time of admission of the younger child
4. Children of members of staff, provided that they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is a demonstrable skills shortage
5. Children who live closer to the Kingswood Secondary Academy than any other school

## 6. Other children

In the event of over-subscription within any of the above criteria, priority will be given to those who live closest to the school.

### **Definition of Siblings and the position of twins**

Siblings are defined as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters or another child normally living for the majority of term time in the same household, where an adult in the household has parental responsibility as defined by the Children Act 1989, or any child in the household where an adult in the household is defined as a parent for the purposes of Section 576 of the Education Act 1996. This could include a person who is not a parent but who has responsibility for him/her.

In the case of twins or other siblings from a multiple birth, where there is only one place available in the Academy, these will be considered together as one application. The Academy's admission number may be exceeded by one.

In the case of siblings in the same year group, where there is only one place available in the Academy, both will be considered together as one application. The Academy may go above its admission number as necessary to admit all the children.

### **Definition of the straight line distance to an intended pupil's home**

Distances will be measured on a straight line basis from the child's home to the address point of the school using a geographical information system (GIS). Each address has a unique address point.

If two or more applications cannot otherwise be separated, for example when two distances are equal or 2 or more children's home addresses have the same address point (eg: in a block of flats), random allocation will be used to decide which child should be allocated the place.

### **Home Address**

The child's place of residence is taken to be the parental home, other than in the case of children fostered by a local authority, where either the parental address or the foster parent's address may be used. Where a child spends part of the week in different homes, their place of residence will be taken to be their parent or parents' address.

If a child's parents live at separate addresses, the address where the child permanently spends at least three "school" nights (i.e. Sunday, Monday, Tuesday, Wednesday or Thursday) will be taken to be the place of residence. Evidence that a child's place of residence is permanent may be sought.

If a child spends equal amounts of time at the two addresses, parents must agree which address they wish to be the child's main address.

## **Lodge Park Academy (940/4009)**

In accordance with legislation, the allocation of places for children with an Education, Health and Care (EHC) Plan naming the school in the plan will take place first.

### **Oversubscription Criteria**

If there are more applications than places available the oversubscription criteria listed below will be applied in the following order:

1. Looked after children and all previously looked after children
2. Children with an older sibling continuing at the Academy at the time of admission of the younger child. Sibling is defined in these arrangements as children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters. Note: A brother or sister must be living at the same address when the application is made
3. Children currently attending a named feeder school. The named feeder school is Rockingham Primary School
4. Children who live closer to Lodge Park Academy than any other secondary school
5. Other children

### **Allocation of Places up to PAN**

In the event of oversubscription within any criterion, places will be allocated prioritising children who live closest to the Academy as measured from the address point of their home address to the address point of the Academy. All distances are measured on a straight line basis from the child's home address point to the address point of the school. Distances are provided by the Local Authority and are measured using a geographical information system.

### **Tie-breaker**

Where there are two or more applications that cannot otherwise be separated, a randomiser will be used to decide who is allocated a place.

### **Multiple Births and Siblings in the Same Year Group**

If twins or multiple birth children are split by operation of the oversubscription criteria, the school will go above its published admission number to accommodate all children unless this would make the class too large and prejudice the education of the other children.

If brothers and sisters in the same year group are split by operation of the oversubscription criteria, the school will go above its published admission number to accommodate all children unless this would make the class too large and prejudice the education of the other children.

### **Home Address**

Where a child lives normally during the school week with more than one parent at different addresses, the permanent home address for the purposes of school admissions will be the one where the child spends the majority of school nights Sunday – Thursday.

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address before we can process the application.

## **Weldon Village Academy (940/4001)**

Places will first be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as appropriate provision.

### **Oversubscription Criteria**

If there are more applications than places available the oversubscription criteria listed below will be applied in the following order:

1. Looked after children and all previously looked after children

2. Children with a sibling continuing at the school at the time of admission of the child
3. Children whose nearest school from their home address is Weldon Village Academy
4. Other children

### **Allocation of Places up to PAN**

In the event of oversubscription within any criterion, places will be allocated prioritising children who live closest to the Academy as measured from the address point of their home address to the address point of the Academy. All distances are measured on a straight line basis from the child's home address point to the address point of the school. Distances are provided by the Local Authority and are measured using a geographical information system.

### **Tie-breaker**

Where there are two or more applications that cannot otherwise be separated, a randomiser will be used to decide who is allocated a place.

### **Multiple Births and Siblings in the Same Year Group**

In the case of twins or other siblings from a multiple birth, if the last child to be admitted is from a multiple birth group, the other children in the group will also be offered places, even if it means exceeding the Published Admission number.

In the case of siblings (see definition above) in the same year group, where there is only one place remaining which is to be offered to one sibling, the other too will be offered a place.

### **Home Address**

The child's home address is defined as the address at which the child normally resides with their parent/carer on the closing date for applications (31 October). When we refer to a child's home address, we mean the permanent residence of the child. This address should be the child's only or main residence which is:

- owned by the child's parent(s)/carer(s) or
- leased to or rented by the child's parent(s)/carer(s) under a lease or written rental agreement of not less than six months' duration.

When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive). If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned.

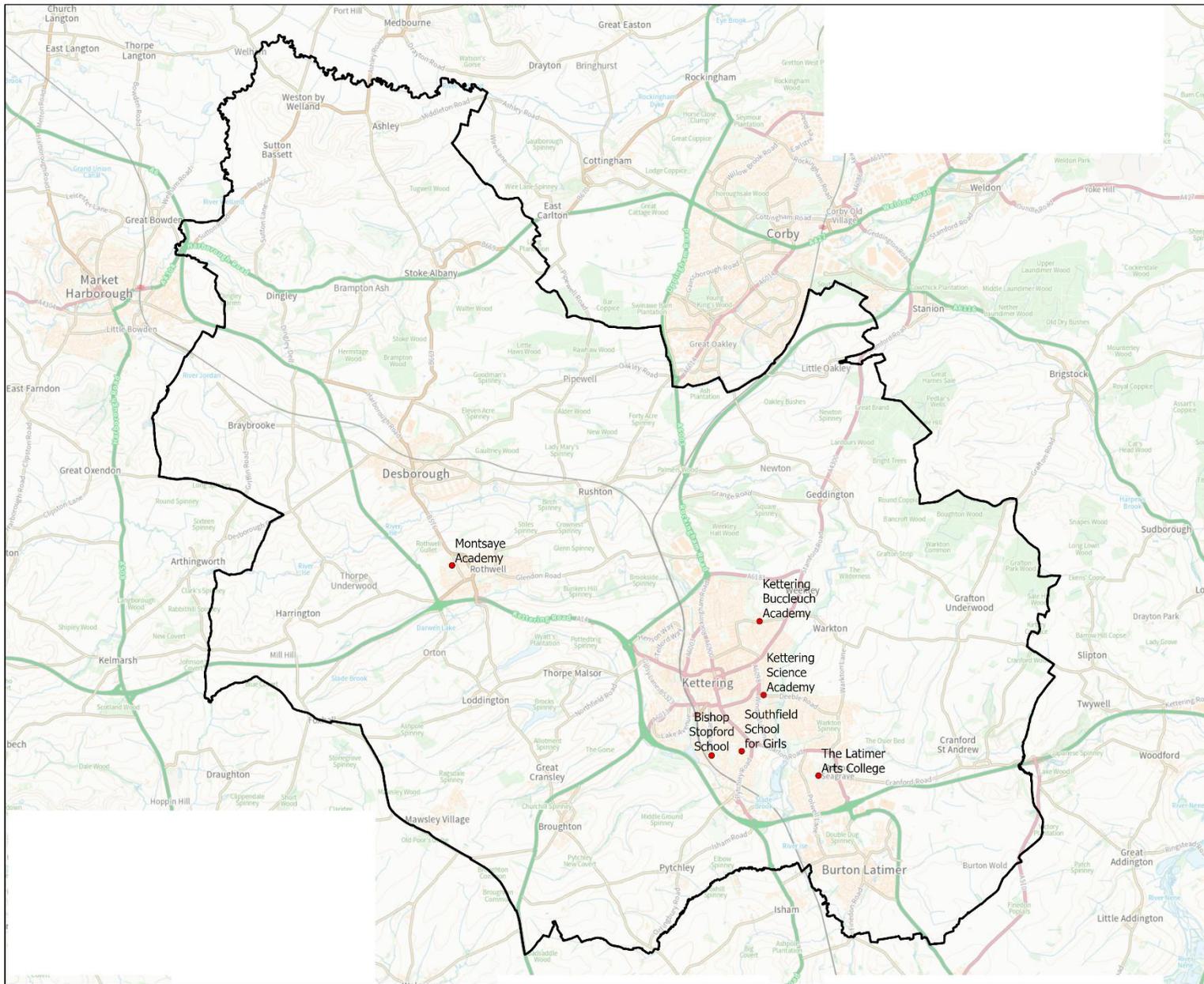
### **Siblings**

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion. For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care

- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as sibling



N  
 Scale:  
 1:75,000

**Kettering  
 Secondary Schools**

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## Secondary schools in the Kettering area

School	DfE No.	Contact details	Principal	PAN	Type of school	SIF	Test	Number of prefs received	Oversubscribed for 2024
<b>Bishop Stopford School</b> Headlands Kettering NN15 6BJ	940/ 4601	01536 503503 admissions@bishopstopford.com <a href="http://www.bishopstopford.com">www.bishopstopford.com</a>	Miss Jill Silverthorne	216	Academy (age 11-18)	Yes	No	574	Yes
<b>Kettering Buccleuch Academy</b> Weekley Glebe Road Kettering NN16 9NS	940/ 6908	01536 515644 enquiries@kba.uk <a href="http://www.kba.uk">www.kba.uk</a>	Mr Dino Di Salvo	180	Academy (age 11-18)	No	Yes	739	Yes
<b>Kettering Science Academy</b> Deeble Road Kettering NN15 7AA	940/ 6909	01536 532700 enquiries@ketteringscienceacademy.org <a href="http://www.ketteringscienceacademy.org">www.ketteringscienceacademy.org</a>	Mrs Jennie Giovanelli	270	Academy (age 11-18)	No	No	461	Yes
<b>Latimer Arts College, The</b> Castle Way Barton Seagrave Kettering NN15 6SW	940/ 4055	01536 720300 mail@latimer.org.uk <a href="http://www.latimer.org.uk">www.latimer.org.uk</a>	Mrs Kathryn Murphy	216	Foundation (age 11-18)	Arts Aptitude	No	562	Yes
<b>Montsaye Academy</b> Greening Road Rothwell Kettering NN14 6BB	940/ 4015	01536 418844 office@montsaye.northants.sch.uk <a href="http://www.montsaye.northants.sch.uk">www.montsaye.northants.sch.uk</a>	Mrs Deborah Wilson	240	Academy (age 11-18)	No	No	166	No

School	DfE No.	Contact details	Principal	PAN	Type of school	SIF	Test	Number of prefs received	Oversubscribed for 2024
<b>Southfield School for Girls</b>  Lewis Road Kettering NN15 6HE	940/5400	01536 513063 enquiries@southfieldsch.co.uk <a href="http://www.southfieldsch.co.uk">www.southfieldsch.co.uk</a>	Mr Scott Nevett	198	Academy (age 11-18)	No	No	335	No

## Bishop Stopford School (940/4601)

### Important:

**Parents/Legal Guardians are required to complete a Bishop Stopford Supplementary Information Form (SIF) (A1) by ticking the box that most closely relates to their family situation in addition to submitting their Common Application Form to their local authority. This form is available in the Admissions section of the [school website](#) or alternatively can be requested direct from the school.**

**This Supplementary Information Form (SIF) (A1) needs to be returned direct to Bishop Stopford School by 3.30pm on 31 October 2024.**

The governors will allocate places to children who have an Education, Health and Care (EHC) Plan which names the Academy as the appropriate provision.

### Oversubscription Criteria

If there are more applications than places available, the following oversubscription criteria will be used to allocate places:

1. Looked after and all previously looked after children
2. Children with Social and Medical needs (Up to 4 places)

Children whom the governors accept have exceptional medical or social needs. Applications will only be considered under this category if they are supported by a written statement from a medical consultant, senior social worker or educational psychologist. In each case there must be a clear connection between the child's need/s, why Bishop Stopford School is the appropriate educational setting to meet these needs and an explanation of the difficulties which would be caused if the child were to attend another school.

If more than four students qualify under this criterion, the tie-breaker will be used.

3. Religious Criteria (see below)

Applications will be ranked according to the religious affiliation selected by parents on the SIF (A1). Those with siblings who will be on roll at the Academy (including Sixth Form) at the time of admission will be placed first within each priority.

The faith leader will be asked to complete a similar form (sent out by the Academy) to corroborate this information. Governors must receive both forms (the A1 form and the faith leader form) in order to assess the application. If there is a discrepancy between the two forms, the Governors will accept the faith leader's priority score. In the event of a tie, the tie-breaker will be used.

Applications under this criterion will be allocated on the basis of priorities 1 to 5 listed on the SIF (A1). If all available places have been allocated and applicants of equal priority remain unplaced, then the tie-breaker will be used for all applicants (e.g. if priorities 1-4 are filled but only 3 available spaces remain in priority 5 with 8 applicants, all 8 will be subject to the tie-breaker).

4. Other children

### Tie-breaker

Should there be a tie, places will be awarded to those students who live nearest to the school at time of application. Distances are measured on a straight line basis from the address point of the child's home address to the point of the school using North Northamptonshire Council's Geographical Information System. If two or more applications cannot otherwise be separated and there is only one place available, a random allocation process will be used to determine who should be allocated the place.

## **Definitions of terms**

### **Attendance**

**Frequently:** the family have participated fortnightly - or more regularly (i.e. 26 or more times a year) for a period of at least three consecutive years up to the date of application at the place of worship

**Occasionally:** the family have participated at least monthly (i.e. between 12 and 26 times a year) for a period of at least three consecutive years up to the date of application at the place of worship

**Attached to:** the family have participated fewer than 12 times a year at the place of worship

Attendance should only be counted for the period when places of worship were open. The period from 20 March 2020 to 19 July 2021 should not be included as places of worship were closed due to the Covid-19 pandemic.

### **Family**

The family is defined as the child for whom the application is made, and their parent(s). Applicants can supply copies of any legal documents to support the application if they are legal guardians rather than biological parents.

### **Home Address**

This is the child's permanent home and is the address of the parent/legal guardian with whom they spend the majority of time during the school week. Proof of residence can be requested at any time during the admissions process. This will normally be in the form of a utility bill, (e.g. electricity, gas etc) fewer than 3 months old.

### **Sibling**

A sibling, sometimes known as a brother/sister, is:

- A brother or sister sharing the same parents
- A half brother or half sister where 2 children share one common parent
- A step-brother or step-sister, where two children are related by a parent's marriage/partnership
- Adopted children

A sibling must be living at the same address when the application is made.

### **Parents**

Section 576 of the Education Act 1996 defines "parent" as:

- All natural (biological) parents, whether they are married or not;
- Any person who, although not a natural parent, has parental responsibility for a child or young person;
- Any person who, although not a natural parent, has care of a child or young person.

### **Churches Together in England (CTE)**

For a full list of the full members of Churches Together in England (CTE), please visit their website. Any additions to full membership of CTE, up to the closing date for admission will be recognised.

### **Local Churches Together groups**

e.g. Churches Together in Northampton, Churches Together in Market Harborough, etc. Evidence of membership may be asked for in support of the application.

### **Interfaith Network**

The following religious groups are examples of those represented on the Interfaith Network for the UK:

Baha'i, Buddhist, Hindu, Jain, Jewish, Muslim, Sikh, Zoroastrian Communities

## **Kettering Buccleuch Academy (940/6908)**

This is an all-through school. Children in Year 6 will automatically transfer to Year 7 so the total capacity is intended to be 240. Where fewer than 180 external applications are received, the academy will offer places to all those who have applied. If fewer pupils transfer from Year 6, the Academy will admit over the PAN up to 240.

Children with an Education, Health and Care (EHC) Plan which names the school as appropriate provision will be admitted.

### **Oversubscription Criteria**

When more than 180 applications are received, and after all students with an EHCP naming the school have been admitted, all external applicants will undertake a suitable cognitive ability test.

Test takers will be divided into 9 equal bands based on the results of this test and places will be allocated to each band in proportion to national averages.

In the event of an individual band not being oversubscribed, places will be allocated to students from the nearest bands, taking equally from the band above and the band below (where relevant).

### **Children who take the test will be given priority over children who do not.**

Applicants will be invited to attend for approximately two hours on **Saturday 7 December 2024**

Priority will be given in each band according to the criteria below, in the following order:

1. Looked after children and all previously looked after children
2. To ensure the highest quality of teaching staff, priority will be given to children\* of staff where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage or where the member of staff\*\* has been employed at the academy for two or more years at the time at which the application for admission to the academy is made
3. Children who are siblings of students who attend the academy, and will still be attending when the child starts, other than students who at the time are in the sixth form but were not previously in lower years. The term 'siblings' refers to full, step, half, adopted or fostered brothers or sisters living permanently at the same address. The academy reserves the right to ask for proof of relationship such as a short birth certificate
4. Children whose home address is nearer the address point of the academy's secondary site than any other maintained or academy secondary school as determined by the Local Authority's mapping system. When we talk about a child's home address we mean the

permanent residence of the child. The address must be the child's only or main residence that is either:

- a) Owned by the child's parent, parents or carer/guardian or
- b) Leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement of not less than six months' duration. The property leased should be that in which the family lives.

We may require written proof of ownership or a rental agreement and proof of actual permanent residence at the property. We cannot allocate places on the basis of intended future changes of address unless house moves have been confirmed through the exchange of contracts with a completion date, or the signing of a formal lease agreement.

When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday to Thursday night inclusive). If the child spends equal amounts of time at two addresses the parents must agree which address they wish to be the child's home address.

- 5. Other children with priority being given to those who live closest to the school.

### **Tie Breaker**

In the event of a tie-break being necessary within criteria 2 to 5, this will be conducted through the process of random allocation.

### **Children of Staff**

\*In relation to children of staff, the term "children" is defined by the academy as a child whose permanent address is the same as a member of staff. The child may be the biological child of the member of staff or the child of a partner living at the same address.

\*\*The term "staff" is defined by the academy as both teaching and non-teaching staff who work at the academy on either a full-time or part-time basis.

## **Kettering Science Academy (940/6909)**

### **Oversubscription Criteria**

The Brooke Weston Trust will consider all applications for places. Where fewer than 270 applications are received, the Trust will offer places to all those who have applied. When more than 270 applications are received and after the applicants with an EHC Plan where Kettering Science Academy is named as the appropriate provision have been admitted, priority will be given in accordance with the Academy's oversubscription criteria.

- a) Looked after children and all previously looked after children
- b) Children with a sibling link (see below for definition of 'sibling').
- c) Children who live in the villages linked to the Academy - Broughton, Cransley, Mawsley and Pytchley.
- d) Children of staff who have been employed at the named school for two or more years at the time at which the application for admission to the named school is made, and/or staff recruited to fill vacant posts for which there is a demonstrable skill shortage. (Demonstrable skill shortage will only normally apply to qualified teacher positions, where the school has continually been unable to recruit).

- e) Children who live in the defined area. All houses within the area bordered by: Barton Road where it meets the River Ise, the A6900 London Road up to the A4300 to include Naseby Road where it borders the River Ise. This includes all roads leading from main roads directly feeding off Deeble Road.
- f) Other children.

### **Distance Tiebreaker**

If the admission number is exceeded within any criterion, priority will be given to those children who live closest to the school, as measured from their home address to the address point of the school. In the case where the distances from home address to school address point are the same (for example, multiple applications for the same shared dwelling occurs i.e. flats), a randomiser will be used to decide the priority in which pupils are selected. The random allocation process will be subject to independent verification.

### **Sibling link**

A sibling link will arise where one of the conditions in each of A and B are satisfied.

#### **Condition A**

- A brother or sister living at the same address, who shares the same parents
- A half-brother or half-sister living at the same address, where two children share one common parent
- A step brother or step sister living at the same address, where two children are related by a parent's marriage
- Adopted or fostered children living in the same household

#### **Condition B**

For the sibling link to apply, one of the siblings must be a registered pupil at the named Academy at the time of application and is expected to remain on roll at the point of admission.

#### **Additional Sibling Link Information**

Although the definition of "Sibling" does not specify whether the Sibling should be younger or older, it should be noted that for admissions to the primary or secondary phases of education, the sibling link will only be valid where the older sibling is on roll at the academy at the time of application and is expected to be still on roll at the time of admission. For post-16 applicants only, the sibling link can arise where there is an older or younger sibling at the named Academy at the point of application and expected to be on roll at the point of admission.

### **Home address**

Where a child lives or their "home address" will be determined at the time of application. The child's home address is defined as the address at which the child normally resides with their parent/carer.

If a child lives with their separated parents for different parts of the week, the Trust will treat their home address as the place the child sleeps for the majority of the school week. If the child spends equal periods at the two addresses, the parents must agree to nominate one address to be taken as the home address.

Places cannot be allocated on the basis of intended future changes of address unless house moves have been confirmed through the exchange of contracts or the signing of a formal lease agreement.

## Year 7 Waiting List

From the 1st March until the 31st August of the offer year (the academic year before the academic year in which students are admitted into Year 7) children's position on the Year 7 waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated, through a fresh round of allocation, in accordance with the oversubscription criteria.

From the 1st September until the 31st December of the Year of entry in Year 7, late applicants (those who did not apply before the Local Authority's closing date) will be placed on the waiting list. Where places become vacant they will be allocated, through a fresh round of allocation in accordance with the oversubscription criteria.

## Latimer Arts College, The (940/4055)

### Important:

**If parents/carers would like their child to be considered under the Arts Aptitude criterion, a SIF must be completed and returned to the school by 9am on Monday 7 October 2024. See below and on the [College website](#) for more information about the Arts Aptitude.**

## Oversubscription Criteria

Following the allocation of places to students who have an Education, Health and Care (EHC) Plan, which names the school as appropriate provision, when there are more applications for places than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Students who will have an older brother or sister continuing at The Latimer Arts College at the time of admission of the younger child
3. Children of staff where that member of staff has been employed at the College for two or more years at the time at which the application for admission to the College is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage in the area
4. 10 students will be selected for their aptitude in art, dance, drama or music. To be selected through workshops (see below)
5. Students living in the villiages of Barton Seagrave or Burton Latimer as determined by the local authority map and list of postcodes (please see link to boundary maps on the school [website link](#)).
6. Other students. Priority will be given to those who live closest to the school.

### Distance tiebreaker

If the admission number is reached within any criterion (apart from criterion 4), priority will be given to those who live closest to the college. Distances are measured on a straight line basis from the child's address to the address point of the school using North Northamptonshire Council's Geographical Information System.

If two or more applications cannot otherwise be separated and there is only one place available, a random allocation process will be used to determine who should be allocated the place.

## Siblings

A brother or sister living at the same address (within a family unit) including adopted children, step-brothers, step-sisters, half-brothers, half-sisters and children in foster care. The sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

Checks may be made with the school to see if there is a realistic possibility of a sibling in Year 11 continuing into the sixth form.

For the sibling link to apply, a brother or sister must live at the same address when the application is made. If siblings live between two addresses, applicants must provide proof to show that the main address is the same for both children.

## Home Address (child's)

The child's home address is defined as the address at which the child normally resides with their parent/carer on the closing date for applications (31 October). When we refer to a child's home address, we mean the permanent residence of the child. This address should be the child's only or main residence which is;

- a) owned by the child's parent(s)/carer(s) or
- b) leased to or rented by the child's parent(s)/carer(s) under a lease or written rental agreement of not less than six months' duration.

When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive.).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned. Places cannot be allocated on the basis of intended future changes of address unless house moves have been confirmed through the exchange of contracts or the signing of a formal lease agreement. The College reserves the right to seek further documentary evidence to support your claim to residence. The College will withdraw any place allocated if the address is found to be false

## Operation of the Arts Places Criterion

Parents and carers should complete both the Local Authority application form and the Arts College Supplementary Information Form (SIF) if applying for an 'Arts College' place (10 places).

Completed Arts College SIFs should be returned to the College by **Monday 7 October 2024 at 9am**. SIFs will not be accepted after this deadline.

During October, contact will be made with parents and carers of Arts College applicants selected on the basis of their SIF. Workshops with these students will then be held week commencing Monday 14 October 2024. The students will be required to take part in an informal workshop in their preferred art form, as selected on the SIF. Final selection will occur after these workshops.

## Montsaye Academy (940/4015)

Places will be allocated to pupils who have an Education, Health and Care (EHC) plan that names the school as appropriate provision.

## **Oversubscription Criteria**

When there are more applications for places than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children who attend a Pathfinder Schools primary / junior school (see below for list of Pathfinder Schools)
3. Children who live in the linked area: Ashley, Barford, Brampton Ash, Braybrooke, Desborough, Dingley, Draughton, Faxton, Glendon, Hanging Houghton, Lamport, Loddington, Maidwell, Mawsley, Orton, Pipewell, Rothwell, Rushton, Stoke Albany, Sutton Bassett, Thorpe Malsor, Thorpe Underwood, Weston-by-Welland and Wilbarston
4. Children with a sibling (see below for definition of sibling) continuing at Montsaye Academy at the time of the admission of the younger child
5. Other children

### **Distance Tiebreaker**

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school.

Measurements are carried out in a straight line basis from the child's home address to the address point of the school using the North Northamptonshire Council's GIS System. In the case where multiple applications for the same shared dwelling occurs (e.g. Flats), a randomiser will be used to decide the priority in which the pupils within the shared dwelling are selected in the event of a tie. The random allocation process will be subject to independent verification.

### **Home address**

Where a child lives or their "home address" will be determined at the time of application. The child's home address is defined as the address at which the child normally resides with their parent/carer.

If a child lives with their separated parents for different parts of the week, the Trust will treat their home address as the place the child sleeps for the majority of the school week. If the child spends equal periods at the two addresses, the parents must agree to nominate one address to be taken as the home address.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned. Places cannot be allocated on the basis of intended future changes of address unless house moves have been confirmed through the exchange of contracts or the signing of a formal lease agreement. The Trust reserves the right to seek further documentary evidence to support your claim to residence. The Trust will withdraw any place allocated if the address is found to be false.

### **Sibling link**

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion. For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children

- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

### **Additional Sibling Link Information**

Although the definition of “sibling” does not specify whether the sibling should be younger or older, it should be noted that for admissions to the primary or secondary phases of education, the sibling link will only be valid where the older sibling is on roll at the academy at the time of application and is expected to be still on roll at the time of admission.

### **Pathfinder Primary and Junior Schools**

Havelock Junior School  
 Loatlands Primary School  
 Rothwell Junior School  
 Rushton Primary School  
 Wilbarston CE Primary School  
 Hawthorn Primary School

### **Twins and children from multiple birth groups**

Where possible twins/multiple births will be placed at the same school. In cases where there is one place left and the next child on the list is one of a twin, triplet or multiple birth, the local LA School Admissions Team will contact the parents and discuss the options with them where this is known at the time of application. The parents will need to decide whether to accept one place at the school or to keep the children together by accepting another school. (Consideration will not guarantee entry).

## **Southfield School for Girls (940/5400)**

Pupils with an Education, Health and Care Plan (EHCP) which names the school as appropriate provision will be admitted regardless of the number of applications received.

### **Oversubscription Criteria**

In the event of applications exceeding available places, the following criteria are used to determine successful applications:

1. Looked after children and all previously looked after children
2. Those who have a sibling attending the school at the time of application, and who will be continuing at the school for the next academic year (see definition below)
3. Those children who have a parent who is a member of staff (teaching and Support) at Southfield School
  - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
  - b) where the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
4. Up to a maximum of 30% of intake places will be allocated to girls living outside the towns and villages as listed in criterion 5, with those closest to the school having priority.

5. The remaining places will be allocated to girls living within the boundaries of the towns and villages listed below, with the closest having priority: Ashley, Barford, Barton Seagrave, Brampton Ash, Braybrooke, Broughton, Burton Latimer, Cranford, Cransley, Desborough, Dingley, Geddington, Glendon, Grafton Underwood, Great Cransley, Harrington, Kettering, Little Oakley, Loddington, Mawsley, Newton-in-the-Willows, Orton, Pipewell, Pytchley, Rothwell, Rushton, Stoke Albany, Sutton Bassett, Thorpe Malsor, Thorpe Underwood, Warkton, Weekly, Weston-by-Welland and Wilbarsto

In the event of oversubscription within criterion **1, 2 or 3**, places will be allocated on the basis of proximity, priority will be given to those who live closest to the school.

The figure of 30% in criterion **4** above will include children allocated a place under criteria **1, 2 and 3** and those with an Education, Health and Care Plan.

Any places remaining after allocation under criterion **4** above will be included in the allocation of places under criterion **5**.

Distance will be measured on a straight line basis from the address point of the school to the address point of the child's home using a geographical information system.

### **Tie-breaker**

If two or more applications cannot otherwise be separated and there is only one place available, a random allocation process will be used to determine who should be allocated the place.

### **Siblings**

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion. For School Admissions purposes, the term sibling includes:

- Half-brothers and half-sisters
- Step-brothers and step-sisters
- Adopted children
- Children in foster care
- Children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings

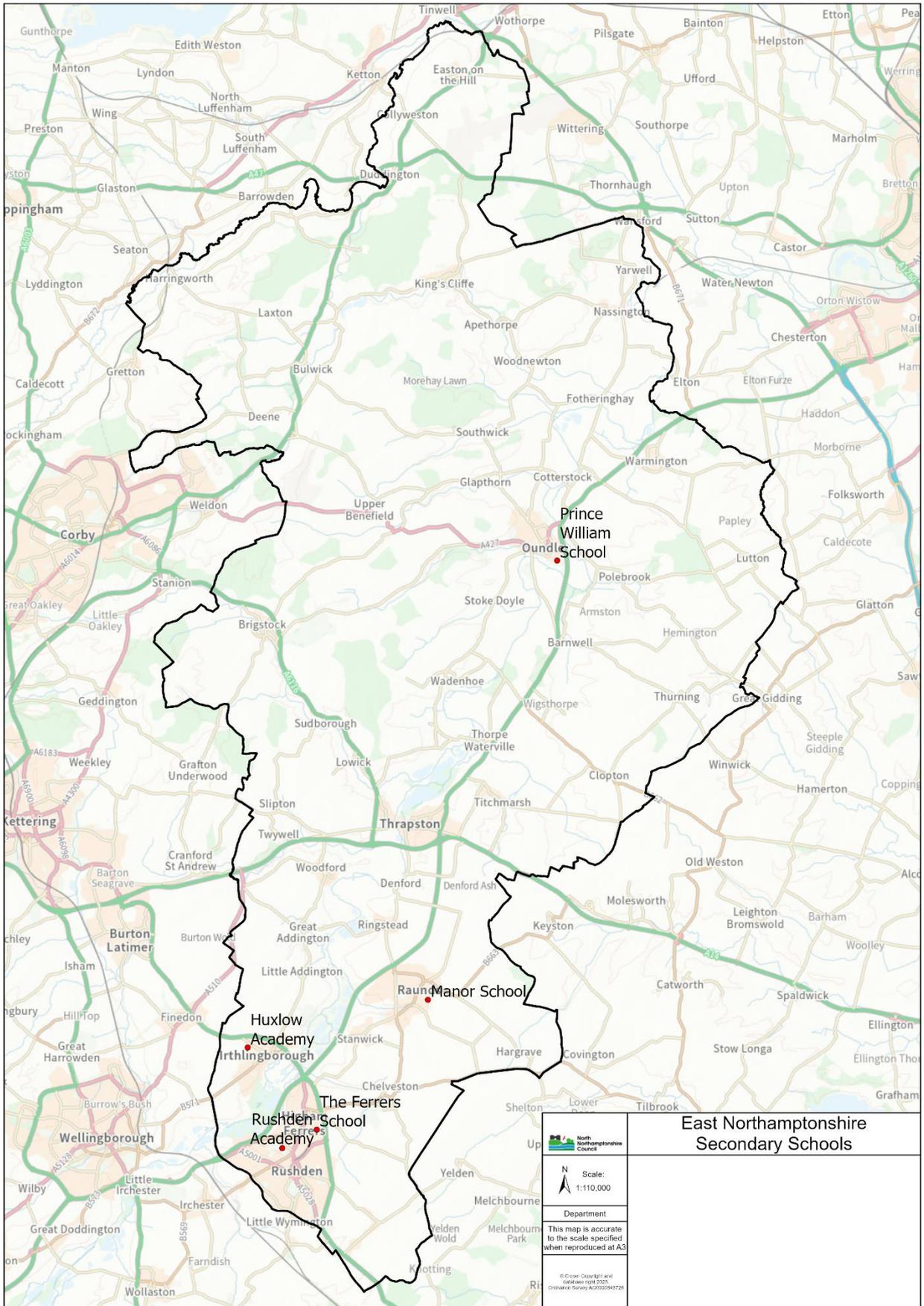
### **Children of Staff**

Staff children do not need to permanently live with the staff parent. Staff children does not apply yo partner's children.

### **Home Address (child's)**

The child's home address is defined as the address at which the child normally resides with their parent/carer at the time of application. If a child lives with parents who are separated, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive)

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address before we can process the application.



 <b>East Northamptonshire Secondary Schools</b>	
 Scale: 1:110,000	
Department	
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## Secondary schools in the East Northants area

School	DfE No.	Contact details	Principal	PAN	Type of school	SIF	Test	Number of prefs received	Oversubscribed for 2024
<b>Ferrers School, The</b> Queensway Higham Ferrers Rushden NN10 8LF	940/ 4094	01933 313411 <a href="mailto:mail@theferrers.org">mail@theferrers.org</a> <a href="http://www.theferrers.org">www.theferrers.org</a>	Mrs Angela Smith	180	Academy (age 11-18)	No	No	297	Yes
<b>Huxlow Academy</b> Finedon Road Irthlingborough NN9 5TY	940/ 4000	01933 650496 <a href="mailto:l.gauvrit@huxlow.northants.sch.uk">l.gauvrit@huxlow.northants.sch.uk</a> <a href="http://www.huxlow.northants.sch.uk">www.huxlow.northants.sch.uk</a>	Mr Paul Letch	150	Academy (age 11-18)	No	No	175	No
<b>Manor School</b> Mountbatten Way Raunds NN9 6PA	940/ 5406	01933 623921 <a href="mailto:enquiries@manor.school">enquiries@manor.school</a> <a href="http://www.manor.school">www.manor.school</a>	Dr. Louise Newman	180	Academy (age 11-18)	No	No	222	No
<b>Prince William School</b> Herne Road Oundle PE8 4BS	940/ 4016	01832 272881 <a href="mailto:Berni.Arthur@pws.emat.uk">Berni.Arthur@pws.emat.uk</a> <a href="http://www.pws.emat.uk">www.pws.emat.uk</a>	Mrs Elizabeth Dormor	230	Academy (age 11-18)	No	No	293	No
<b>Rushden Academy</b> Hayway Rushden NN10 6AG	940/ 4027	01933 350391 <a href="mailto:info@rushden-academy.net">info@rushden-academy.net</a> <a href="http://www.rushden-academy.net">www.rushden-academy.net</a>	Mr Jonathan Firth	180	Academy (age 11-18)	No	No	303	Yes

## **Ferrers School, The (940/4094)**

Places will first be allocated to children who have an Education, Health and Care (EHC) Plan that names the school as offering the appropriate provision.

### **Oversubscription Criteria**

When there are more applications than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Sibling link – where a brother or sister is continuing at The Ferrers School at the time of admission of the child. This includes step siblings, half siblings, foster siblings, adopted siblings and other children living permanently at the same address as part of a family unit as siblings who are current pupils in the school. See North Northamptonshire Council's definition.
3. Children who attend Higham Ferrers Junior School or Henry Chichele Primary School and continue in attendance until the final offer of places is made.
4. Children who live within the designated area, i.e. Chelveston-cum-Caldecott, Higham Ferrers, Higham Park and Rushden, and who live closer to the Ferrers School than any other school.
5. Children who live within the designated area
6. Children who live outside the designated area.

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school. Distances are measured on a straight-line basis from the address point of the child's home address to the address point of the school using the local authority's Geographical Information System.

### **Tie Breaker**

If two or more applications cannot otherwise be separated and there is only one place available, a random allocation process will be used to determine who should be allocated the place.

### **Home address**

The address used for the purpose of admission is the child's usual place of residence. Applications based on future addresses can only be considered up to 6 teaching weeks before the child is expected to take up the place and upon confirmation of tenancy or exchange of contracts with details of the proposed completion date. Parents are expected to notify either the Academy or their home local authority of any changes of address as this may affect the allocation of a place. Further guidance on this issue is available from the school.

## **Huxlow Academy (940/4000)**

Places will first be allocated to children who have an Education, Health Care (EHC) Plan that names the school as offering the appropriate provision.

### **Oversubscription criteria**

When there are more applications for places than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children who live in the designated area and who will have an older sibling continuing at the school in September 2025.
3. Children who live within the designated area.
4. Children who live outside the designated area and who will have an older sibling continuing at the school in September 2025.
5. Children who live outside the designated area.

### **Allocation to PAN**

If the admission number is exceeded within criterion **2** or **3**, priority will be given to those who live furthest from the nearest alternative school. If the admission number is exceeded within any other criterion, priority will be given to those who live closest to the school. Distances are measured on a straight line basis from the address point of the child's home address to the address point of the school using North Northamptonshire Council's Geographical Information System.

### **Tie-breaker**

If two or more applications cannot otherwise be separated and there is only one place available, a random allocation process will be used to determine who should be allocated the place.

### **Sibling**

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion.

For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

### **Designated Area (also known as linked or defined area/village)**

The designated area for the school is: Irthlingborough, Finedon, Great Addington, Little Addington and Woodford

### **Home Address (Child's)**

The child's home address is defined as the address at which the child normally resides with their parent/carer at the time of application. If a child lives with parents who are separated, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive). If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address before we can process the application.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned.

## Manor School (940/5406)

Pupils who have an Education, Health and Care Plan (EHCP) which names Manor School as appropriate provision will be allocated a place in the Normal Admissions Round.

### Oversubscription criteria

When there are more applications for places than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children residing in the Priority Admission Area
3. Children attending Linked Feeder Primary Schools within the Priority Admission Area
4. Children attending our Trust Primary Schools.
5. Children with a sibling at the school who is expected to remain on roll at the time of admission.
6. Children of staff where that member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrative skill shortage in the area. This also includes children of staff partners who must be living with the staff member
7. Other children who live outside the designated Priority Admission Area.

### Distance Tiebreaker

If the admission number is exceeded within any criterion, priority will be given to those children who live closest to the school. Distances are measured from the address point of a child's home address to the address point of Manor School on a straight-line basis, using a geographical information system. If two applications cannot otherwise be separated (e.g. if two distances are equal), random allocation will be used to decide who the place should be offered to.

### Priority Admission Area

The town of Raunds and the following villages: Stanwick, Ringstead, Hargrave, Chelveston.

### Linked Feeder Primary Schools

Windmill Primary School, St Peter's Church of England Academy, Ringstead Church of England Primary School, Stanwick Primary School.

### Trust Primary Schools

Newton Road School, Woodford C of E Primary School, Redwell Primary School

### Home Address

The address your child is living at on the closing date for applications which is the permanent residence of the child. This address must be your child's only or main residence, which is:

- a) Owned by a child's parent, parents or carer/guardian; or
- b) Leased to or rented by a child's parent, parents or guardian under a lease or written rental agreement of not less than six months' duration. The property leased should be that in which the family lives. Written proof of ownership or a rental agreement and proof of actual permanent residence at the property may be required.

Home Address does not include:

- An intended future address, unless house moves have been confirmed through the exchange of contracts with a set completion date, or the signing of a formal lease agreement. An intended future address will not be counted as a Home Address after the closing date for applications.
- The address of any second home – checks will be made on which address is your main home.
- Any address to which only part of a family moves, unless this was as a result of a divorce or permanent separation arrangement. Proof will be required of such an arrangement.
- An address used for childcare arrangements.

### **Sibling Link**

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion. For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

### **Multiple Births and Twins**

In the case of twins or other siblings from a multiple birth, if the last child to be admitted is from a multiple birth group, the other children in the group will also be offered places, even if it means exceeding the Published Admission number.

In the case of siblings (see definition above) in the same year group, where there is only one place remaining which is to be offered to one sibling, the other too will be offered a place.

## **Prince William School (940/4016)**

Places will first be allocated to pupils who have an Education, Health and Care Plan (EHCP) that names the school as appropriate provision.

### **Oversubscription criteria**

When there are more applications for places than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. To children who have a sibling continuing at the school at the time of transfer.
3. To children attending one of the feeder schools: Glapthorn CE Primary School, Kings Cliffe Endowed Primary School, Nassington Primary School, Oundle CE Primary School, Polebrook CE Primary School, Thrapston Primary School, Titchmarsh CE Primary School, Trinity CE Primary School and Warmington School.

4. To other children who live within the linked villages: Achurch, Aldwincle, Apethorpe, Armston, Ashton, Barnwell, Benefield, Blatherwycke, Bulwick, Clopton, Cotterstock, Collyweston, Deene, Deenethorpe, Denford, Denford Ash, Duddington, Easton-on-the-Hill, Fineshade, Fotheringhay, Glapthorn, Hemington, Islip, Kings Cliffe, Laxton, Lilford- cum- Wigthorpe, Lowick, Luddington, Luton, Nassington, Oundle, Pilton, Polebrook, Southwick, Stoke Doyle, Sudborough, Tansor, Thorpe Waterville, Titchmarsh, Thrapston, Thurning, Wadenhoe, Wakerley, Warmington, Woodnewton and Yarwell.
5. Other children.

### **Allocation to PAN**

If the published admission number (PAN) is exceeded within any criterion, priority will be given to those who live closest to the school. Distance will be measured on a 'straight line' basis, with distances measured using the North Northamptonshire Council's GIS system.

### **Tie-breaker**

If two or more applications cannot otherwise be separated and there is only one place available, a random allocation process will be used to determine who should be allocated the place.

### **Siblings**

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion.

For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

### **Multiple Birth Groups**

In the case of twins or other siblings from a multiple birth, if the last child to be admitted is from a multiple birth group, the other children in the group will also be offered places, even if it means exceeding the Published Admission number.

In the case of siblings (see definition above) in the same year group, where there is only one place remaining which is to be offered to one sibling, the other too will be offered a place.

### **Home Address (child's)**

The child's home address is defined as the address at which the child normally resides with their parent/carer at the time of application. If a child lives with parents who are separated, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive). If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address before we can process the application.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned.

## **Rushden Academy (940/4027)**

All children whose Education, Health and Care (EHC) plan names the school will be admitted before any other places are allocated.

If the school is not oversubscribed, all applicants will be offered a place.

### **Oversubscription criteria**

If there are more applications than there are places available, places will be allocated in accordance with the following criteria and in the order shown:

1. Looked after children and all previously looked after children
2. Children who live in the catchment area who have a sibling on roll at the Academy at the time of application and who is expected to remain on roll at the point of admission.
3. Children who live in the catchment area and attend Rushden Academy feeder primary schools and continue in attendance until the final offer of places is made: Alfred Street Junior School, Denfield Park Primary School, Newton Road School, Rushden Primary Academy, South End Primary School or Whitefriars Primary School.
4. Children who live in the catchment area but who do not attend a feeder school
5. Children living outside the catchment area who have a sibling on roll at the Academy at the time of application and who is expected to remain on roll at the point of admission
6. Other children

### **Allocation of places up to PAN (Published Admission Number)**

Where there are more children in a particular criterion than there are places remaining to take the school up to its PAN, the children are ranked according to the distance from their home address to the Academy with priority being given to those who live closest to the Academy.

### **Distance measurement**

A straight-line measurement will be made, using a computerised mapping system, from the centre of the child's residence - to the centre of the Academy site. The address used must be the child's permanent home address.

### **Tie-breaker**

Where there are two or more applications that cannot otherwise be separated, a randomiser will be used to decide who is allocated a place.

### **Home address**

A child's home address is considered to be a residential property that is their only or main residence. Proof of permanent residence at the property may be required at any point during the admission process. Where a child lives with separated parents for different parts of the week, we will consider the child's home address to be where the child sleeps for most of the school week (Sunday night – Thursday night). If a child spends equal amounts of time at the two addresses, parents must name the address to be used for the purpose of allocating a place. If a place at the

Academy is offered on the basis of an address that is subsequently found to be different from a child's normal and permanent home address, then that place is liable to withdrawal.

### **Catchment area**

One of the aims of the Academy is to serve its neighbourhood and develop links with the local community. The catchment area for Rushden Academy is the area of Rushden, which is a town and civil parish located in East Northamptonshire.

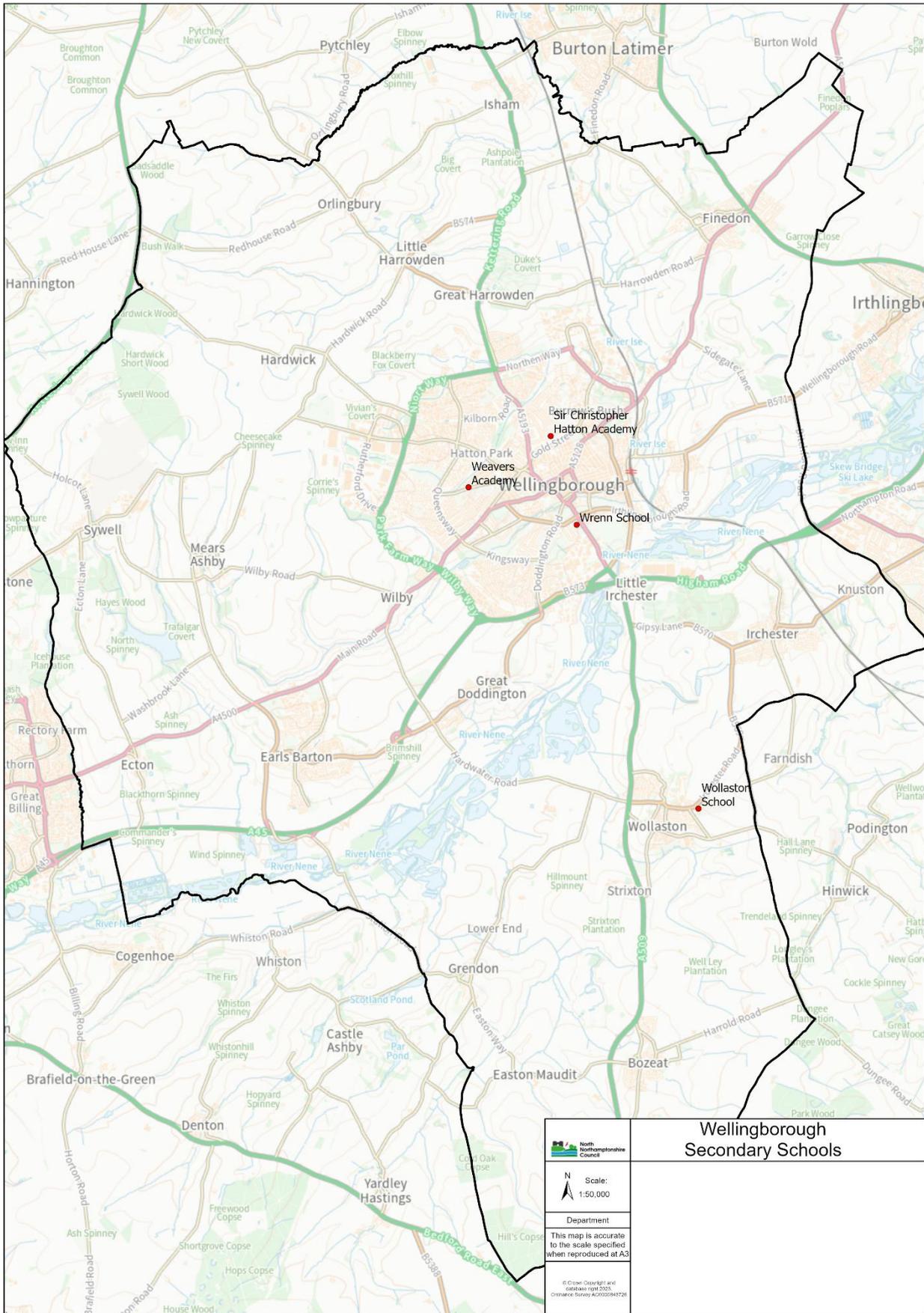
### **Sibling**

The definition of sibling includes step-brothers, step-sisters, half-brothers, half-sisters and adopted brothers and sisters and children living in foster care living at the same permanent address. However, where the Academy is over-subscribed no guarantee can be given that places will be available for brothers and sisters.

### **Twins and Multiple Births**

In the case of twins or other siblings from a multiple birth, where there is only one place available in the Academy, these will be considered together as one application. The Academy's admission number may be exceeded by one.

In the case of siblings in the same year group, where there is only one place available in the Academy, both will be considered together as one application. The Academy may go above its admission number as necessary to admit all the children.



## Secondary schools in the Wellingborough area

School	DfE No	Contact details	Principal	PAN	Type of school	SIF	Test	Number of prefs received	Oversubscribed for 2024
<b>Sir Christopher Hatton Academy</b>  The Pyghtle Wellingborough NN8 4RP	940/ 5409	01933 226077  <a href="mailto:admissions@hattonacademy.org.uk">admissions@hattonacademy.org.uk</a>  <a href="http://www.hattonacademy.org.uk">www.hattonacademy.org.uk</a>	Mr Nick Salisbury and Mr Alastair Mitchell	240	Academy (age 11-18)	Yes	Yes	536	Yes
<b>Weavers Academy</b>  Brickhill Road Wellingborough NN8 3JH	940/ 4012	01933 222830  <a href="mailto:enquiries@weaversacademy.org.uk">enquiries@weaversacademy.org.uk</a>  <a href="http://www.weaversacademy.org.uk">www.weaversacademy.org.uk</a>	Mr Jon Hunt	246	Academy (age 11-18)	Yes	No	336	No
<b>Wollaston School</b>  Irchester Road Wollaston NN29 7PH	940/ 4038	01933 663501  <a href="mailto:Wol-office@wollaston-school.net">Wol-office@wollaston-school.net</a>  <a href="http://www.wollastonschool.com">www.wollastonschool.com</a>	Mr Simon Anderson	240	Academy (age 11-18)	No	No	406	Yes
<b>Wrenn School</b>  London Road Wellingborough NN8 2DQ	940/ 4014	01933 222039  <a href="mailto:enquiries@wrennschool.org.uk">enquiries@wrennschool.org.uk</a>  <a href="http://www.wrennschool.org.uk">www.wrennschool.org.uk</a>	Laura Parker	260	Academy (age 11-18)	No	No	493	Yes

## Sir Christopher Hatton Academy (940/5409)

### Important:

**ALL students who seek a place at the school under ANY criteria MUST complete the online Supplementary Information Form (SIF) available on the Academy website by 5pm on Thursday 31 October 2024, AS WELL AS submitting the Local Authority Application Form to the Local Authority by Thursday 31 October 2024.**

**Students who seek a place under the ICT aptitude criterion must complete and submit their SIF to the school by 4pm on Thursday 3 October 2024.**

Students with an Education, Health and Care (EHC) Plan naming the academy as appropriate provision will be admitted.

### Oversubscription criteria

Following the allocation of places to students who have EHC Plans which name the academy as appropriate provision, where applications for admissions exceed the academy's PAN, the following criteria will be applied, in the order set out below, to decide which students shall be admitted.

1. Looked after children and all previously looked after children (see Note A)
2. 10% (24 places) allocated on an aptitude test in ICT (see Note B)
3. Children of employees (see Note C)
4. Children who attend Hatton Academies Trust Primary schools. Specifically, Oakway Academy, Victoria Primary Academy, Ecton Village Primary Academy. A total of 80 places i.e. 16 places in each band will be allocated on a random basis using this criterion. (See Note D).
5. Children with an older sibling already in attendance and expected to continue at the academy at the time of admission of the younger child (see Note E)
6. Other children: The remaining places will be allocated using a system of Norm Referenced Banding as described in the DfE School Admissions Code. ALL applicants to the school must take the same Fair Banding Test. The test will be used to place ALL applicants into five equal sized ability bands. An equal number of applicants will be selected fairly from each band using an approved process overseen by an independent third party.

Note: Criteria 1, 2, 3, 4 & 5 will be applied strictly in the order stated above. Children allocated places under these criteria will also be included in the bands. These children will be allocated places from the bands first, before Criterion 6 is then finally applied. The total number admitted from each band will be equal. Where in any criterion the number of applicants exceeds the number of places available in a band, a process of random allocation will be applied. Such process will be overseen by an independent third party.

**ALL applicants will be required to sit a Fair Banding Test at the academy on Saturday 9th November or Saturday 16<sup>th</sup> November 2024** (times to be advised following the 31st October deadline) the results of which will be used to operate the banding system fairly.

### Notes

- A. Looked after Children and all Previously Looked After Children

## **B. Aptitude test in ICT**

As a Specialist Mathematics and Computing Academy, the Board of Directors have decided that 10% (24) places are allocated on the basis of aptitude in Information Technology established by tests taken at the academy. Applicants are invited to take the ICT Aptitude Test at the academy on Saturday 12 October 2024 (time to be advised after the deadline). The opportunity to take the ICT Aptitude Test must be indicated on the online Supplementary Information Form available on the Academy website. The form must be completed by 4pm on Thursday 3 October 2024 at the latest. This form does not replace the Local Authority application requirements.

**This SIF does not replace the Local Authority application requirements. Applicants must still make their application for a school place through the local authority.**

Please note: Your child does not have to take the ICT Aptitude test. If you choose for your child not to take this test, then any subsequent application for a place at the school will not be prejudiced. If your child does sit the test, then the result of this will not prejudice any subsequent application for a place at the school.

## **C. Children of employees**

Priority will be given under this criterion where:

- The member of staff has been employed at the school for two or more years at the time at which the application for admission to the academy is made, or
- The member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.

This criteria includes all full and part-time teaching and non-teaching staff. For this category a child in permanent residence for over 50% of their time counts and this can be the child of a staff member or the child of a staff member's partner

## **D. Trust Primary schools**

The Directors have agreed to give a preference of 80 fair banding places to primary schools in Hatton Academies Trust: Oakway Academy, Victoria Primary Academy and Ecton Village Primary Academy. If the number of applicants from the Trust primary schools exceeds 80, and applicants who are not successful under this criterion will have their application considered under criterion 5 or 6 as applicable.

## **E. Sibling Link**

The presence of an older brother or sister at Sir Christopher Hatton Academy at the time of the student's intended admission. For the purposes of this criterion, 'sibling' is taken to include a stepbrother/sister, half-brother/sister, or child who is adopted or fostered, in all cases provided they are living at the same address.

## **Supplementary Information Form (SIF)**

An online SIF must be completed via the Academy website in addition to the local authority's common application form. This form includes the option to register for the ICT aptitude test. Please note that the deadline for the applying for the ICT Aptitude test is 4pm on Thursday 3 October 2024 so you must have submitted the form by then to be considered. The deadline for registering for the fair banding test is 5pm on Thursday 31 October 2024, the same date as the local authority's common application form.

## Weavers Academy (940/4012)

The Academy will admit children with an Education, Health and Care (EHC) Plan where the Academy is named in the plan, without reference to the oversubscription criteria below.

### Oversubscription Criteria

In the event of oversubscription, where there are more applications than there are places available, places will be allocated in the following order of priority:

1. Looked after children and all previously looked after children
2. Children for whom Weavers Academy is the only school that is appropriate for the child to attend because of the child's medical needs, or because of a serious and ongoing medical condition of one or both of their parents which would prevent the parents being able to make arrangements to take their child to and from any other school.

To be considered under this criterion, parents must complete a **Supplementary Information Form (SIF)**, Part A of which must be completed by the parents before being provided to the child's or parent's GP or hospital consultant who must then complete Part B, sign and date the form. The GP or hospital consultant must expressly confirm, not only the nature of the medical condition of the child or the parent, but also the reason why it is appropriate for the child to attend the academy, why no other school is suitable and the medical reasons why this is the case. The completed, signed and stamped SIF must be returned directly to the school before deadline of **5pm on 31 October 2024**.

**This SIF does not replace the Local Authority application requirements.**

A decision on whether to admit a child under this criterion will be made by the Admissions Panel of Weavers Academy, who will take care to apply a consistent approach to all applications received. Where an application is not successful under this criterion, the application will be considered under the next highest criterion into which it falls and will be considered along with all of the other applications falling within that criterion.

The SIF is available on the school website.

3. Children who have a sibling at the academy who is expected to be on roll at the time of the child's intended admission. Sibling is defined in these arrangements as children who live as brother and sister in the same house, including natural brothers and sisters, adopted siblings, stepbrothers or sisters and foster brothers and sisters.
4. Children attending a primary school that has traditional and geographic links to Weavers Academy: Croyland Primary School, Earls Barton Primary School, Ecton Village Primary Academy, Freeman's Endowed CE Junior Academy, Little Harrowden Primary School, Mears Ashby CE Primary School, Olympic Primary School, Our Lady's Catholic Primary School, Park Junior School, Redwell Primary School, Ruskin Academy, Great Doddington Primary School and **Wilby CEVA Primary School**.
5. Other children.

### Allocation of places up to PAN (Published Admission Number)

Where there are more children in a particular criterion than there are places remaining to take the school up to its PAN, the children are ranked according to the distance from their home address to the Academy with priority being given to those children who live nearest to the school.

### Distance Measurements

Distances are measured on a straight line basis from the address point of the child's home to the address point of the school, using a geographical information system.

### **Tie-breaker**

Where there are two or more applications that cannot otherwise be separated, a randomiser will be used to decide who is allocated a place.

### **Home Address**

The child's home address means the permanent residence of the child at the time of application. Parents/carers may be asked to provide proof of a claim of residence at any time during the admission process.

The address must be the child's only or main residence that is either:

- a) Owned by the child's parent or carer(s) or
- b) Leased to or rented by the child's parent(s) or carer(s) under a lease or written rental agreement of not less than 6 months' duration. The property leased must be where the family lives.

### **Separated Parents**

If a child lives with separated parents, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday to Thursday night inclusive). If the child spends an equal amount of time at two addresses, the parents must decide which address they wish to use as the child's main address for the application.

### **Twins and Children from Multiple Births**

Where a child who is a twin or a child from a multiple birth has achieved a place in the usual way, but there are no places remaining to admit their twin or siblings from a multiple birth, the Academy will admit the twin or siblings from a multiple birth over and above the Academy's PAN.

## **Wollaston School (940/4038)**

Places will be allocated to pupils who have an Education, Health and Care (EHC) plan that names the school as appropriate provision.

If the school is not oversubscribed, all applicants will be offered a place.

### **Oversubscription Criteria**

When there are more applications for places than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children who attend Bozeat Community Primary School, Cogenhoe Primary School and Irchester Community Primary School (schools of the Nene Valley Partnership)
3. Children who live in the designated villages: Bozeat, Brafield-on-the-Green, Castle Ashby, Chadstone, Cogenhoe, Denton, Easton Maudit, Great Houghton, Grendon, Irchester, Little Houghton, Strixton, Whiston, Wollaston, Yardley Hastings
4. Children who will have a sibling continuing at Wollaston School at the time of admission of the child.

5. Children attending Wollaston School's designated contributory Primary Schools in the year of application and continuing in attendance until the formal offer of places is made: Denton Primary School, Grendon CE Primary School, Little Houghton CEVA Primary School, Wollaston Primary School, Yardley Hastings Primary School
6. Children of staff at the school, in either or both of the following circumstances:
  - a) where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made, and/or
  - b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage
7. Children who live in Wellingborough and the designated surrounding villages and contributory parishes, i.e.: Earls Barton, Ecton, Finedon Sidings (Furnace Lane), Great Doddington, Great Harrowden, Hardwick, Little Harrowden, Little Irchester, Mears Ashby, Orlingbury, Wilby
8. Other children

If the admission number is exceeded within any criterion, priority will be given to those who live closest to the school. Distances are measured on a straight-line basis using a Geographical Information system.

### **Tie-break**

In the event that two applications cannot otherwise be separated, random allocation will be used to decide who the place should be offered to.

### **Siblings**

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify under this criterion. For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters
- adopted children
- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

### **Multiple Birth Groups**

In the case of twins or other siblings from a multiple birth, if the last child to be admitted is from a multiple birth group, the other children in the group will also be offered places, even if it means exceeding the Published Admission number.

In the case of siblings (see definition above) in the same year group, where there is only one place remaining which is to be offered to one sibling, the other too will be offered a place.

### **Home Address (Child's)**

The child's home address is defined as the address at which the child normally resides with their parent/carer on the closing date for applications (31 October).

When we refer to a child's home address, we mean the permanent residence of the child. This address should be the child's only or main residence which is;

- a) owned by the child's parent(s)/carer(s) or
- b) leased to or rented by the child's parent(s)/carer(s) under a lease or written rental agreement of not less than six months' duration.

When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned.

## Wrenn School (940/4014)

### Oversubscription Criteria

Following the allocation of places to pupils who have a EHC (Education, Health and Care) Plan which names the school as appropriate provision, when there are more applications for places than there are places available, priority will be given in the following order:

1. Looked after children and all previously looked after children
2. Children with a Sibling link - where a student has a brother or sister expected to be a member of the School when the applicant expects/hopes to be admitted. A sibling includes step siblings, foster siblings, adopted siblings and other children living permanently at the same address. A sibling link does not apply to cousins or other more distant relations or to any sibling living at a different address.

Although the definition of 'sibling' does not specify whether the sibling should be younger or older, it should be noted that the sibling link will only be valid where the older sibling is on roll at the academy at the time of application and is expected to be still on roll at the time of admission.

3. Children attending the following schools at the time of application:

All Saints CEVA Primary School  
Croyland Primary School  
Earls Barton Primary School  
Freeman's Endowed CE Junior Academy  
Little Harrowden Community Primary School  
Our Lady's Catholic Primary School  
Park Junior School  
Redwell Primary School  
Warwick Academy  
**Wilby CEVA Primary School**  
Mears Ashby Primary School

4. Children of school employees

Children of a parent employed at the School for more than two years at the time the application is made, living in the same family unit at the same address.

5. All other children

In the event of a 'tie', under a single criterion, allocation of a place will be decided by the proximity of the student's home to the school, with those living nearer accorded the higher priority. Distances are measured on a straight line basis from the address point of the child's home address to the address point of the school using North Northamptonshire Council's Geographical Information System. In the event of distances being equal or two or more applicants have identical address points, random allocation will be used to decide which child gets priority.

### **Multiple Births**

A twin or children from a 'multiple birth' will be given a sibling link as soon as the first child is allocated a place. This is to avoid the situation where only one sibling of a multiple birth is successful in obtaining a place.

The School will admit a twin (or other sibling from a multiple birth) even if this takes the number of admissions over the PAN, if to do otherwise would mean the twins would be separated.

## Section 4 – Glossary and More

This section contains additional information that may help you with the process of applying for a Secondary school place in North Northamptonshire for the school year that begins in September 2024.

We have grouped the information under the following headings:

- North Northamptonshire Council Definitions
- Glossary
- Index of villages with linked or closest schools

### North Northamptonshire Council's Definitions

These are some of the most common definitions used by North Northamptonshire Council in their admission arrangements. They may differ from those for individual schools who are their own admissions authority, for example: Academies, Free, Voluntary Aided and Foundation schools. See definitions under individual criteria for these schools.

#### Looked After Children

Children who, at the time of making an application to a school, are:

- in the care of a local authority, or
- being provided with accommodation by a local authority in exercise of its social services functions (see definition in Section 22(1) of the Children's Act 1989) at the time of making an application to a school

#### Previously Looked After Children

Children who were looked after, but ceased to be so because they:

- Were adopted under the Adoption Act 1976 or the Adoption and Children Act 2002, or
- Became subject to a child arrangements order (Section 8 of the Children Act 1989, amended by the Section 12 of the Children and Families Act 2014), or
- Became subject to a special guardianship order (Section 14A of the Children Act 1989)

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 being adopted.

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

#### Sibling

A sibling is defined as a child's brother or sister. A sibling must be living at the same permanent address and as part of the same family unit (one or two parents plus children) to qualify for a sibling link. For School Admissions purposes, the term sibling includes:

- half-brothers and half-sisters
- step-brothers and step-sisters

- adopted children
- children in foster care
- children living in the same family unit, even if they are not biological brothers and sisters – for example when the parents are not married/in a civil relationship.

Cousins are not regarded as siblings.

## Home Address (child's)

The child's home address is defined as the address at which the child normally resides with their parent/carer on the closing date for applications (31 October for Secondary, 15 January for Primary).

When we refer to a child's home address, we mean the permanent residence of the child. This address should be the child's only or main residence which is;

- owned by the child's parent(s)/carer(s) or
- leased to or rented by the child's parent(s)/carer(s) under a lease or written rental agreement of not less than six months' duration.

When parents live separately and the child spends time with each parent, the home address will be treated as the place where the child sleeps for most of the school week (i.e. Sunday night – Thursday night inclusive).

If the child spends equal amounts of time at two addresses, the parents must agree which address they wish to be the child's main address.

Documentary evidence of ownership or rental agreement may be required together with proof of actual permanent residence at the property concerned.

## Multiple Birth Groups

In the case of twins or other siblings from a multiple birth, if the last child to be admitted to a particular school is from a multiple birth group, all other children in the group will be offered places at the school, even if it means exceeding the Published Admission number.

In the case of siblings (see definition above) in the same year group, where there is only one place remaining which is to be offered to one sibling, the other too will be offered a place.

## Fraudulent Applications

The admissions authority (or the LA processing an application on behalf of the admission authority) has the right to investigate any concerns we may have about an application and to withdraw the offer of a place if it is considered that there is evidence that an applicant has made a fraudulent claim or provided misleading information.

## Conflicting Applications

The LA can only process one application. Where more than one adult shares parental responsibility and if the adults live at different addresses, it is important that an agreement be reached on which schools to apply for, prior to making the application.

If multiple applications are received for the same child with conflicting address and/or preferences, or the School Admissions Team is made aware of a dispute between two parents, all applications will be placed on hold and will **not** be processed until:

- a new single application is made, signed by all parties; or

- written agreement is provided from both parents indicating which application they have agreed on; or
- a court order is provided confirming which parent's application carries precedence.

If no agreement can be made, parents are recommended to seek legal advice. If an agreement cannot be reached before the closing date, this may affect the chances of your child being allocated a place at your preferred school/s.

Further information on parental responsibility can be found on the [DfE website](#)

## Glossary

Please find below the meaning of some of the terms used in this prospectus.

### **Academic Year (also known as School Year)**

The period beginning with the first school term to begin after July and ending with the beginning of the first such term to begin after the following July.

### **Academy**

A school which receives funding from the Government (through a "funding agreement" and follows the same rules on admissions, special educational needs and exclusions as other state schools and students sit the same exams.

### **Academy Trust**

A non-profit company that has trustees who are responsible for the performance of the academies in the trust and employs the staff for these academies. Trusts may run a single academy or a group of academies known as a multi academy trust (MAT).

### **Admission Arrangements**

The overall procedure, practices and oversubscription criteria used in deciding the allocation of school places including any device or means used to determine whether a school place is to be offered.

### **Admission Authority**

This is the body responsible for setting a school's admission arrangements:

- North Northamptonshire Council is the admission authority for Community and Voluntary Controlled schools
- The Governing Body is the admission authority for Voluntary Aided and Foundation schools
- The Academy Trust is the admission authority for Academies and Free schools

### **Admission Criteria**

See **Oversubscription Criteria**

### **Admission Number (also known as Published Admission Number)**

See **Published Admission Number**

### **Age Range**

This refers to the ages of the children who attend the school, e.g. a Secondary school's age range is 11-18 years.

## **Allocation of places up to PAN (Published Admission Number)**

Where the number of applications exceeds the Published Admission Number (PAN) for a particular school, applicants will be ranked according to the over-subscription criteria for the school (see Section 3).

Where there are more children in a particular criterion than there are places remaining to take the school up to its PAN, the children are usually ranked according to the distance from their home address to the preferred school or their nearest alternative school, depending on the school and the criterion in question (see over-subscription criteria in Section 3 to find out which type of distance ranking is used for your preferred school). Please note, some schools do not use distance to rank applicants at all and may use random allocation.

## **Any Other School**

Some over-subscription criteria refer to children living, "Closer to the school than **any other school**". For the purposes of School Admissions, this means any other school with an equivalent year group. For example, if this phrase was included in the oversubscription criteria for a Primary school for Reception, "any other school" would include all Infant and Primary schools. If the over-subscription criteria were being used to allocate an in-year place for a Year 4 child, "any other school" would include all Primary and Junior schools.

## **Appeal Panel (see School Admission Appeals Panel)**

An independent panel which hears appeals relating to school admissions decisions.

## **Application Form (also known as Common Application Form or CAF)**

See **Common Application Form**

## **Banding**

Banding is not a process of selection. It is a preliminary grouping of children before a set of oversubscription criteria are applied and is intended to ensure a proportionate spread of children of different abilities.

In order to "band" the children, applicants will be required to sit a Cognitive Ability Test (CAT) which will be arranged by the school or admission authority for the school.

This is not a test that a child can "pass" or "fail". The results are used to place applicants into bands of ability either equally or according to local or national averages and may also be used to provide information for the grouping of students after admission.

## **Catchment Area (also known as Linked, Defined or Designated Area)**

See **Defined Area**

## **Children in public care or previously in public care (also known as Looked After Children)**

See **Looked After Children** and **Previously Looked After Children**

## **Closest School**

See **Any Other School**

## **Common Application Form (CAF)**

The form parents complete, listing their preferred choices of schools, and then submit to their local authority when applying for a school place for their child as part of the local co-ordinated scheme, during the normal admissions round. Parents in North Northamptonshire can express a preference for a maximum of three schools.

## **Community School**

A school which is controlled and run by the **Local Authority** and for whom the Local Authority is the **Admission Authority**

## **Composite Prospectus**

The prospectus that the local authority is required to publish by 12 September in the offer year. This prospectus include detailed admission arrangements of all maintained schools in the area (including published admission numbers and linked areas).

## **Compulsory School Age**

A child reaches compulsory school age on the prescribed day following his or her fifth birthday (or on his or her fifth birthday if it falls on a prescribed day). The prescribed days are:

31 December, 31 March and 31 August.

## **Co-ordinated Scheme**

The process by which local authorities coordinate the distribution of offers of places for schools in their area. All local authorities are required to co-ordinate the normal admissions rounds for Primary and Secondary schools in their area.

## **Defined Area (also known as Linked, Catchment or Designated Area)**

A geographical area, from which children may be afforded priority for admission to a particular school. Please see Section 4 for an Index of villages/areas that have links to certain schools. Please note: children living in a particular area may be given higher priority for places at particular schools but this does not mean they would necessarily be entitled to transport to that school. See information about Home to School Transport in Section 2.

## **Department for Education (DfE)**

The Government department responsible for Education.

## **Designated Area (also known as Linked, Catchment or Defined Area)**

See **Defined Area**

## **Determined Admission Arrangements**

Admission arrangements that have been formally agreed by the admission authority, i.e. arrangements for a particular academic year that have been agreed at a meeting of the admission authority and the decision recorded in the minutes of the meeting.

## **Distance Measurements**

Unless otherwise stated, distances are measured from the address point of the home address to the address point of the school on a straight-line basis, using a **Geographical Information System**.

## Department for Education (DfE) Number

The unique 7 digit reference number for a school. The first 3 digits denote the Local Authority and the final 4, the school.

## Education, Health and Care (EHC) Plan

A legal document for children with special educational needs and/or disabilities that describes a child's special education, health and social care needs. It explains the extra help that will be given to meet those needs. Children with an EHC Plan have to be allocated a place at the named school prior to the application of the oversubscription criteria.

## Equal Preferecing

This is the process that admission authorities must use to consider all applications that express a preference for a school, regardless of whether it is their first, second or third preference. More information about equal preferencing can be found on page 10.

## Fair Access Protocols (FAP)

Each local authority **must** have a Fair Access Protocol, agreed with the majority of schools in its area to ensure that - outside the normal admissions round - unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. In agreeing a protocol, the local authority must ensure that no school - including those with available places - is asked to take a disproportionate number of children who have been excluded from other schools, or who have challenging behaviour.

## Faith Schools

A faith school is a school in the United Kingdom that teaches the National Curriculum but which has a particular religious character or formal links with a religious or faith-based organisation. The oversubscription criteria and staffing policies may be different too, although anyone can apply for a place.

## Feeder School (also known as Linked School)

Attendance at a "feeder school" may give a child priority to attend another school.

If a Junior or Secondary school wishes to give priority in its admission criteria to children who attend particular Primary or Infant schools, the Junior/Secondary school must name these "feeder school/s" in its admission criteria. Please note, attendance at a designated feeder school does not guarantee a place at the preferred school.

## Free Schools

Free schools are all-ability schools funded by the government but not run by the local authority. Free schools can:

- set their own pay and conditions for staff
- change the length of school terms and the school day
- do not have to follow the National Curriculum

## Foundation School

A Government-funded school where the governing body is the **Admission Authority** for the school, employs the staff and usually owns the land and buildings.

## **Geographical Information System (GIS)**

The system the Local Authority uses to work out distances from home to school addresses for all Community and Voluntary Controlled schools. In this prospectus, it is usually referred to as North Northamptonshire Council's GIS. Address points are determined using by Eastings and Northings points. Each address has a unique address point established by the most valuable elements from the National Land and Property Gazetteer (NPLG), Ordnance Survey Master Map, Royal Mail Postal Address File and The Valuation Office Agency. An address point for a property does not change. Please note, many own admission schools use the LA's GIS to carry out their measuring but not all of them.

## **Home Address (child's)**

The permanent residence of the child at the closing date for applications. See Definitions in Section 4. Other admission authorities may have alternative definitions.

## **In-year Application**

Applications for school places made at any time during the academic year other than for the **normal points of entry** (to Reception, Junior school (Year 3), or Secondary school (Year 7)) are known as 'in-year applications'.

## **Late Application**

Any application form received after the closing deadline, i.e. after 31 October for Secondary applications or 15 January for Primary applications. Late applicants will not receive an offer of a school place on National Offer Day, but their applications will be processed in one of the further rounds of allocations (see page 6 for details and dates of additional rounds of allocations).

## **Linked Area (also known as Defined, Designated or Catchment Area)**

See **Defined Area**

## **Linked School (also known as Feeder School)**

See **Feeder School**

## **Local Authority (LA)**

A child's home local authority is the local authority where the child lives.

## **Looked After Children (LAC)**

Children who are in the care of local authorities as defined by Section 22 of the Children Act 1989. In relation to school admissions legislation a 'looked after child' is a child in public care at the time of application to a school. See Section 4 for definition.

## **National Offer Day**

The specific day each year on which local authorities are required to send offers of school places to all parents/carers of children in their area who have made an on-time application. For secondary children, National Offer Day is 1 March (or the next working day). For Reception and Year 3, National Offer Day is 16 April (or the next working day).

## **Nearest Alternative School**

Some schools determine which children should be allocated places depending on the distance their home address is from their “Nearest Alternative School”.

An “Alternative School” is one at which a place could have been allocated as an alternative to the preferred school, i.e. one with an equivalent year group, regardless of whether there are places available. The nearest alternative school will be determined using a **Geographical Information System**. It does not have to be one of the expressed preferences and may be different for each child depending on where they live.

The nearest “Alternative School” is also used when it is not possible to offer a place at one of an applicant’s preferred schools. In this situation, a place will be offered at the nearest alternative school with places after all applicants’ first, second and third preferences have been considered. This may not be the school closest to the child’s home address if that school has already reached its **Published Admission Number**.

## Normal Admissions Round

The period during which parents are invited to express their **preferences** for a place at any state-funded school, in rank order on the **common application form** provided by their home local authority, for a **normal point of entry**. This period usually follows publication of the local authority composite prospectus on 12 September, with the deadline for parental applications on 31 October, and subsequent offers made to parents on **National Offer Day** as defined above.

## Normal Age Group

The year group in which children are educated, as determined by their date of birth.

## Normal Point of Entry

The September of the first year of each phase of schooling:

- Reception in a Primary or Infant school
- Year 3 in a Junior school
- Year 7 in a Secondary school
- Year 10 in a UTC

## Oversubscription Criteria

The published criteria that an admission authority applies when a school receives more applications than there are places available, in order to decide which children will be allocated places. Admission criteria may vary from school to school. The admission authorities of schools may choose to give priority to children who, for example:

- live close to the school (distance)
- have a brother or sister at the school already (sibling)
- practice a particular religion (for faith schools)
- pass an entrance exam (for selective schools, for example grammar schools)
- attend a particular Primary school (a ‘feeder school’)
- are eligible for the pupil premium or the service pupil premium
- have a parent working at the school for 2 years or more (staff child)

## Own Admission Authority School (OAA)

Schools for which the Local Authority is not the admission authority. See **Admission Authority**.

## **Parent**

Refers to both individual parents and those with parental responsibility for a child, e.g. carers and legal guardians.

## **Preferences or Preferred Schools**

The schools for which you would like your child to be considered and which you have named on your **Common Application Form**.

## **Previously Looked After Child (PLAC)**

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). This 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. See definition in Section 4.

## **Public Care**

See **Looked After Children** and **Previously Looked After Children**.

## **Published Admission Number (PAN)**

The number of school places that the admission authority must offer in each relevant age group of a school for which it is the admission authority. Published Admission Numbers are part of a school's admission arrangements.

## **Random Allocation**

The process whereby places are allocated to applicants at random. All applicants to be considered are given a unique number. The range of numbers is then entered into a randomiser which returns the numbers in a random order. This order is then recorded and applicants will be ranked according to this randomly generated sequence.

## **Relevant Age Group**

The age group to which children are normally admitted, i.e. Reception for Primary and Infant schools, Year 3 in Junior schools, Year 7 in Secondary schools and Year 12 for sixth form. Each relevant age group must have admission arrangements, including a Published Admission Number (PAN). Some schools (for example schools with sixth forms which admit children into the sixth form) may have more than one relevant age group.

## **School Admission Appeals Panel**

An independent panel which hears appeals relating to school admissions refusals.

## **School Year**

See **Academic Year**

## **Sibling**

A sibling is a brother or sister. Some schools give priority to children who already have a sibling at the school. See **Sibling Link**. For North Northamptonshire Council's definition of Sibling see page 80. Schools with their own admission authorities may have slightly different definitions. For more information, see individual school's oversubscription criteria in Section 3.

## Sibling Link

Some schools give priority to children who have a brother or sister already on roll at the school. This is called a sibling link. The sibling may be required to be on roll at the preferred school on the date of application and/or the date of admission of the child and may or may not be required to share the same main address as the child for whom the application is being made. Please check individual school's definitions of sibling in Section 3.

If the sibling of a child for whom an application has been made is subsequently offered a place at a school which has been listed as a **preference** on a **Common Application Form**, the parent/carer should advise the School Admissions Team as a sibling link may now exist.

## Statement of Special Educational Needs (SEN)

Now known as an **Education, Health and Care (EHC) Plan**

## Summer Born Child

This refers to a child born between 1 April and 31 August who does not reach Compulsory School Age until the September following their 5<sup>th</sup> birthday, a full year after they would normally have started school.

## Supplementary Information Form (SIF)

An additional form which needs to be completed for certain schools as part of the application process for that school which forms a part of a school's admission arrangements. Completed SIFs contain information which enable schools to allocate places according to their admission criteria and must be returned directly to the schools themselves. See individual school's information in Section 3 to see if a SIF needs to be completed.

## Tie-breaker

All admission arrangements must include an effective, clear and fair tie-breaker to decide between two applications that cannot otherwise be separated. Where two or more applications cannot otherwise be separated, random allocation will be usually be used to decide which applicant should be allocated a place. This process will be independently verified.

## University Technical College (UTC)

A government-funded school with a STEM (Science, Technology, Engineering and Mathematics) focus, led by a sponsor/university with close ties to local business and industry. The **normal point of entry** for a UTC is Year 10.

## Voluntary Aided School

A school whose foundation or trust (usually a religious organisation) owns the land and buildings, inputs a small proportion of the capital costs for the school and forms a majority on the school's governing body. The governing body employs the staff and is responsible for the admission arrangements.

## Voluntary Controlled School

A school whose foundation or trust (usually a religious organisation) owns the land and buildings and whose members make up a quarter of the school's governing body. The **Local Authority** employs the staff and is responsible for the admission arrangements.

## **Waiting List**

A list of children held and maintained by the admission authority (or the Local Authority if this has been pre-arranged) when the school has allocated all of its places, on which children are ranked in priority order against the school's published oversubscription criteria.

## Index of villages with their linked or closest schools

The list below gives the names of any schools linked to a particular village/area in North Northamptonshire through their admissions arrangements (see Section 3 for admission arrangements for all Secondary schools)

If a particular village/area is not linked to any schools through their admissions arrangements, the closest North Northamptonshire Secondary school to that village/area is given instead.

Some villages are linked to schools in West Northamptonshire. As this is now a different authority, you can find more information about these schools on their website. If you live in North Northamptonshire, you should still apply for these schools on your Common Application Form through [NORTH NORTHAMPTONSHIRE COUNCIL's admissions portal](#), on the North Northamptonshire Council website, not through WNC's portal.

Please note: Living in a particular village/area does not guarantee you a place at the school it shares links with, but it may put you in a higher criterion for that school.

Please note: The fact that a village has links with a particular school does not necessarily mean that free transport would be provided by North Northamptonshire Council from this village to the school. Please see Section 2 for more information about home to school transport.

Please note: Wollaston School has two sets of linked villages in two different criteria. One is criterion 2, the other is criterion 5 (see Section 3 for more information about Wollaston School). This is shown on the list with either a (2) or a (5) by the school name.

<b>Village/Town</b>	<b>School with links to village or area in oversubscription criteria</b>
Achurch	Prince William School
Aldwincle	Prince William School
Apethorpe	Prince William School
Armston	Prince William School
Ashley	Montsaye Academy
Ashton	Prince William School
Barford	Montsaye Academy
Barnwell	Prince William School
Barton Seagrave	Latimer Arts College
Benefield	Prince William School
Blatherwycke	Prince William School
Bozeat	Wollaston School (2)
Brampton Ash	Montsaye Academy
Braybrooke	Montsaye Academy
Brigstock	Corby Business Academy, Corby Technical School, Prince William School
Broughton	Kettering Science Academy

<b>Village/Town</b>	<b>School with links to village or area in oversubscription criteria</b>
Bulwick	Prince William School
Burton Latimer	Latimer Arts College
Chadstone	Wollaston School (2)
Chelveston-cum-Caldecott	Manor School Sports College, The Ferrers School
Clopton	Prince William School
Collyweston	Prince William School
Cotterstock	Prince William School
Cottingham	Corby Technical School, Kingswood Secondary
Cranford	Latimer Arts College
Cransley	Kettering Science Academy
Deene	Prince William School
Deenethorpe	Prince William School
Denford	Prince William School
Denford Ash	Prince William School
Desborough	Montsaye Academy
Dingley	Montsaye Academy
Duddington	Prince William School
Earls Barton	Wollaston School (5)
East Carlton	Corby Technical School, Kingswood Secondary
Easton Maudit	Wollaston School (2)
Easton-on-the-Hill	Prince William School
Ecton	Wollaston School (5)
Faxton	Montsaye Academy
Finedon	Huxlow Academy
Finedon Sidings-Furnace	Wollaston School (5)
Fineshade	Prince William School
Fotheringhay	Prince William School
Geddington	None. Kettering Buccleuch Academy is the closest school
Glaphorn	Prince William School
Glendon	Montsaye Academy
Grafton Underwood	None. Kettering Buccleuch Academy is the closest school
Great Addington	Huxlow Academy
Great Doddington	Wollaston School (5)

<b>Village/Town</b>	<b>School with links to village or area in oversubscription criteria</b>
Great Harrowden	Wollaston School (5)
Great Oakley	Corby Technical School
Grendon	Wollaston School (2)
Gretton	Corby Business Academy , Corby Technical School
Hardwick	Wollaston School (5)
Hargrave	Manor School Sports College
Harrington	Montsaye Academy
Harringworth	Corby Business Academy , Corby Technical School
Hemington	Prince William School
Higham Ferrers	The Ferrers School
Higham Park	The Ferrers School
Irchester	Wollaston School (2)
Irthlingborough	Huxlow Academy
Isham	Latimer Arts College
Islip	Prince William School
Kings Cliffe	Prince William School
Knuston	None. Rushden Academy is the closest school
Laxton	Prince William School
Lilford-cum-Wigthorpe	Prince William School
Little Addington	Huxlow Academy
Little Harrowden	Wollaston School (5)
Little Irchester	Wollaston School (5)
Little Oakley	Corby Business Academy , Corby Technical School
Little Stanion	Corby Business Academy , Corby Technical School, Prince William School
Loddington	Montsaye Academy
Lowick	Prince William School
Luddington	Prince William School
Lutton	Prince William School
Lyveden	Corby Business Academy , Corby Technical School
Mawsley	Kettering Science Academy, Montsaye Academy
Mears Ashby	Wollaston School (5)
Middleton	Corby Technical School, Kingswood Secondary

<b>Village/Town</b>	<b>School with links to village or area in oversubscription criteria</b>
Nassington	Prince William School
Newton Bromswold	None. Rushden Academy is the closest school
Newton-in-the-Willows	None. Kettering Buccleuch Academy is the closest school
Orlingbury	Wollaston School (5)
Orton	Montsaye Academy
Oundle	Prince William School
Pilton	Prince William School
Pipewell	Montsaye Academy
Polebrook	Prince William School
Pytchley	Kettering Science Academy
Raunds	Manor School Sports College
Ringstead	Manor School Sports College
Rockingham	Corby Technical School, Kingswood Secondary
Rothwell	Montsaye Academy
Rushden	Rushden Academy, The Ferrers School
Rushton	Montsaye Academy
Slipton	None. Kettering Buccleuch Academy is the closest school
Southwick	Prince William School
Stanion	Corby Business Academy , Corby Technical School, Prince William School
Stanwick	Manor School Sports College
Stoke Albany	Montsaye Academy
Stoke Doyle	Prince William School
Strixton	Wollaston School (2)
Sudborough	Prince William School
Sywell	Moulton School
Sutton Bassett	Montsaye Academy
Tansor	Prince William School
Thorpe Malsor	Montsaye Academy
Thorpe Underwood	Montsaye Academy
Thorpe Waterville	Prince William School
Thrapston	Prince William School
Thurning	Prince William School

<b>Village/Town</b>	<b>School with links to village or area in oversubscription criteria</b>
Titchmarsh	Prince William School
Twywell	None. Kettering Buccleuch Academy is the closest school
Wadenhoe	Prince William School
Wakerley	Prince William School
Warkton	None. Kettering Buccleuch Academy is the closest school
Warmington	Prince William School
Weekley	None. Kettering Buccleuch Academy is the closest school
Weldon	Corby Business Academy , Corby Technical School, Prince William School
Wellingborough	Wollaston School (5). There are multiple schools in Wellingborough. Check map for more details
Weston-by-Welland	Montsaye Academy
Wilbarston	Montsaye Academy
Wilby	Wollaston School (5)
Winwick	Guilsborough Academy
Wollaston	Wollaston School (2)
Woodford	Huxlow Academy
Woodnewton	Prince William School
Yarwell	Prince William School

## Do you need any help?

If you need any assistance regarding your application for a Secondary school place, please contact the School Admissions team.

School Admissions  
North Northamptonshire Council  
Tithe Barn Office Block  
Tithe Barn Road  
Wellingborough  
NN8 1BN

**Tel:** Customer Service Centre – 0300 126 3000

**Email:** [admissions.NCC@northnorthants.gov.uk](mailto:admissions.NCC@northnorthants.gov.uk)

Please visit our [website](#) to make your online application for a Secondary school place.

The deadline for applications is:

**Thursday 31 October 2024**