Northfleet Technology College

Admissions Arrangement Consultation for Admission Year 2028-2029

The above-mentioned school is a foundation school.

As our own admissions authority, we are required under the School Admissions Code 2021 to review our admissions policies annually and to consult on our arrangements from time to time. The code requires consultation in the following circumstances:

1. When changes are proposed to admission arrangements, all admission authorities must consult on their admission arrangements (including any supplementary information form) that will apply for admission applications the following year.

2. Where the admission arrangements have not changed from the previous year there is no requirement to consult, subject to the requirement that admission authorities must consult on their admission arrangements at least once every 7 years, even if there have been no changes during that period.

The school is going to consultation to meet required admission arrangements for criteria 1.
Over subscription criteria - adding criteria 4: that children who currently attend Year 6 in Northfleet Schools Co-Operative Trust Schools (Painters Ash Primary School, Cecil Road Primary and Nursery School, Lawn Primary School and Shears Green Junior School). Nearness of children's homes to school will become criteria 5.

Please find the full policy and admissions arrangements attached.

If you wish to comment on the policy, please email admissions@ntc.kent.sch.uk

The consultation will open on 9 November 2026 and any comments relating to the policy will need to be received by 21 December 2026.

The Governing Body will meet soon after the closure of the admission consultation to consider any comments. If no comments are received the policy will be considered at the next available meeting of the Governing Body and recommended for determination at the next Governing Body Meeting 11th February 2027.

Northfleet Technology College

Admission & Over-Subscription Criteria Admissions 2028-2029

Last Revised: October 2027

Responsibility: FGB

Review Date: February 2028

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1. Aims

This policy aims to:

- Explain how to apply for a place at Northfleet Technology College
- Set out the school's arrangements for allocating places to the students who apply
- Explain how to appeal against a decision not to offer your child a place

2. Legislation and statutory requirements

This policy is based on the following advice from the Department for Education (DfE):

- School Admissions Code
- School Admission Appeals Code

The school is required to comply with these codes, and with the law relating to admissions as set out in the School Standards and Framework Act 1998.

3. Definitions

The ***normal admissions round*** is the period during which parents can apply for state-funded school places at the school's normal point of entry, using the common application form provided by their home local authority.

Looked after children are 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

Previously looked after children are 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, or
- Become subject to a special guardianship order

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.

4. How to apply for Admission to the school

ENTRY FOR YEARS 7-11

Entry is without testing.

For applications in the normal admissions round you should use the application form provided by your home local authority (regardless of which local authority the schools are in).

Completion of the Supplementary Information Form (SIF) is not mandatory unless applying under criteria Health and Special Access Reasons. However, if one is not received, the Governors will not be able to apply their admissions criteria, and the application will be considered as a lower priority. The Supplementary Information Form should be returned directly to Admissions@ntc.kent.school.uk for attention of Admissions at Northfleet Technology College. A copy of the Supplementary Information Form may be either downloaded from the school website or obtained directly from the school. A copy is also attached at the end of this document. The Supplementary Information Form must be returned to the school no later than 31 October 2027.

You will receive an offer for a school place directly from your local authority.

SIXTH FORM ADMISSIONS:

Admission number for Year 12: priority will be given to existing students transferring from Year 11. The overall PAN for Year 12 is 120.

Arrangements for admission to post-16 provision: to gain entry to the Sixth Form, applicants need to meet the specific entry requirements for each subject and study pathway they wish to take, and these are published on the school's website or can be accessed via Kent Choices.

For Post 16 applicants with an EHCP who are already at NTC, we will offer relevant guidance and support to enable them to access onward provision, either at NTC or elsewhere with another provider, best suited to their needs. For External Post 16 applicants with an EHCP, we will endeavour to support them with an appropriate course to meet their needs, where possible.

5. Requests for admission outside the normal age group

Parents are entitled to request a place for their child outside of their normal age group.

Requests for admission to Year 7 outside of the normal age group should be made to the Headteacher as early as possible in the admissions round associated with that child's date of birth. This will allow the school and admissions authority sufficient time to decide before the closing date.

Decisions on requests for admission outside the normal age group will be made based on the circumstances of each case and in the best interests of the child concerned. In accordance with the School Admissions Code, this will include taking account of:

- Parents' views
- Information about the child's academic, social and emotional development
- Where relevant, their medical history and the views of a medical professional
- Whether they have previously been educated out of their normal age group
- Whether they may naturally have fallen into a lower age group if it were not for being born prematurely
- The Headteacher's views

Wherever possible, requests for admission outside a child's normal age group will be processed as part of the main admissions round. They will be considered based on the admission arrangements laid out in this policy, including the oversubscription criteria listed in section 6. Applications will not be treated as a lower priority if parents have made a request for a child to be admitted outside the normal age group.

Parents will always be informed of the reasons for any decision on the year group a child should be admitted to. Parents 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.

6. Allocation of places

6.1 Admission number

The school has a published admission number of 189 students for entry in Year 7.

6.2 Oversubscription criteria

All children whose education, health and care (EHC) plan names the school will be admitted before any other places are allocated. As a result of this, the Published Admissions Number will be reduced accordingly.

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

The school admits up to 189 students of all abilities*. The following criteria will be applied in the order set out here to decide which children will be admitted. If there are more applications than there are places the following oversubscription criteria will be applied by the Governors.

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

   A previously looked after child means such children who were adopted (or subject to child arrangements orders or special guardianship orders) immediately following having been looked after and 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.

2. Where the child has a sibling attending Northfleet Technology College or Northfleet School for Girls at the time of entry. In this context brother or sister means 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.
3. Health and Special Access Reasons – medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents'/guardians' physical or mental health or social needs mean that they have a demonstrable and significant need to attend a particular school. Completion of the supplementary Information Form is required when applying under these criteria and must be supported with written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and the particular school.

4. Children who currently attend Year 6 in Northfleet Schools Co-Operative Trust Schools (Painters Ash Primary School, Cecil Road Primary and Nursery School, Lawn Primary School and Shears Green Junior School).
5. Nearness of children's homes to school - we use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. When we apply the distance criterion for the school, these straight-line measurements are used to determine how close each applicant's address is to the school. Where applications are made from properties or abodes that are not registered to the NLPG, including new build properties, KCC may be required to use planning sites or other relevant co-ordinates.

A student's home address is considered to be a residential property that is the child's only or main residence and not an address at which your child might sometimes stay or sleep due to your own domestic or special arrangements. The address must be the student's home address on the day you completed your application form and which is either:

- **owned by the child's parent, parents or carer**
  OR
- **leased to or rented by the child's parent, parents or carer under a lease or written rental agreement.**

If you live separately from your partner but share responsibility for your child and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of school nights (Sun-Thurs).

*In accordance with the Gravesham Inclusion Forum's Protocol, a Year Group may be increased by a maximum of two places at any one time to facilitate the transfer of students on Coordinated Transfers and Directed Transfers.

6.3 Late Applications and Waiting Lists

Waiting lists will be maintained in priority order according to our over-subscription criteria. Late additions to the waiting list will be added in their correct position accordingly to the over-subscription criteria. The waiting list will be re-ranked every time a child is added

6.4 Tie break

Tie Breaks: In the event of there being more applicants than places remaining within a particular criterion, priority will be given to children who live closest to the school. This will be done using the distance between their main residence (main residence is their home address where they spend most of their time) and Northfleet Technology College, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point as mentioned above.

Where two or more children have an otherwise equal priority under the oversubscription criteria random selection will be used to establish which is ranked ahead of the other. This process will be independently supervised. There will be a right of appeal to an Independent Appeals Panel for unsuccessful applicants, whether they are an internal or external applicant.

7. In-year admissions

You can apply for a place for your child at any time outside the normal admissions round. As is the case in the normal admissions round, all children whose statement of SEN or EHC plan names the school will be admitted.

Likewise, if there are spaces available in the year group you are applying for, your child will always be offered a place.

If there is no space available at the time of your application, your child's name will be added to a waiting list for the relevant year group. When space becomes available it will be filled by one of the students on the waiting list in accordance with the oversubscription criteria listed in section 6.2 of this policy. Priority will not be given to children on the basis that they have been on the waiting list the longest.

Applications for in-year admissions should be sent to the following address:
Northfleet Technology College, Colyer Road, Northfleet, Kent. DA11 8BG or can be emailed to admissions@ntc.kent.sch.uk

8. Appeals

If your child's application for a place at the school is unsuccessful, you will be informed by KCC and provided information about the process for hearing appeals. If you wish to appeal, you must set out the grounds for your appeal in writing and send it to the following:
Admissions, Senior Inclusion Officer, Northfleet Technology College, Colyer Road, Northfleet, Kent. DA11 8BG
You can find details of the appeals process via this link and via the school website.

Fair Access Protocol: The school participates in the local authority's Fair Access Protocol to allocate places to vulnerable and other children in accordance with the School Admission Code 2022. Admitting students under the protocol may require the school to admit above the planned admission number for the relevant year group.

9. Monitoring arrangements

This policy will be reviewed and approved by the Governing Body every year.

Whenever changes to admission arrangements are proposed (except where the change is an increase to the agreed admission number), the governing board will publicly consult on these changes.

Steven Gallears
Headteacher, on behalf of the Governing Body.

ADMISSION 2028/2029 – SUPPLEMENTARY FORM

Son's Name: …….

Full Home Address: ……

Town: …….. Post Code ……

Date of birth: ……

Please put a tick in the box if the following statement is correct:

- My son has a medical reason which meets the criteria for health and special reasons criteria, supported by a doctor's certificate, which requires that he attends Northfleet Technology College ☐

I/We confirm that I/we wish my/our son to attend Northfleet Technology College from September 2028.

Signed: …….. (Parent/Carer)

Name: *(please print)* …….. (Parent/Carer)

Date: ……

If you wish to be kept up-to-date with Newsletters etc., please include your email address

……

Please return to Admissions at Northfleet Technology College, Colyer Road, Northfleet Kent DA11 8BG by 31 October 2027