

CHN/lrr

November 2023

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## To Whom it May Concern

### Admission arrangements consultation – Northfleet School for Girls – for admission in September 2025.

Northfleet School for Girls is 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 school 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.

Northfleet School for Girls is consulting to alter the admissions oversubscription criteria. We propose to add a criterion which would place the staff of children as part of the application of our admissions policy. Our proposed change affects criterion D of the oversubscription policy, giving priority to;

Children of members of staff where the following applies at the time of application:

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

In addition to the above we have updated the Sixth Form admission section to increase clarity around access to chosen courses within our Sixth Form.

We have attached with this letter a full copy of our admission arrangements.

If you wish to comment on the policy, please email [info@nsfg.org.uk](mailto:info@nsfg.org.uk).

This consultation will open on Monday 20 November 2023 and any comments relating to the policy will need to be received by Thursday 4 January 2024.

The Full Governing Body will meet soon after the closure of the admissions consultation to consider any comments and make a final decision on ratification by 31 January 2024.

The final decision and potentially updated admission documentation will be posted on our website in February 2024.

Yours faithfully



Mr C Norwood  
Headteacher

Northfleet School for Girls



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Type of School: Secondary, Foundation, High, Girls

Age Range: 11-18 Day Pupils

**Published Admission No: 210**

LA No: 886 DFE No:4040

To access general information about the school, including annual school achievement and attainment tables, recent school inspection reports and uniform policy, please contact the school or visit the school's website ([www.nsfg.org.uk](http://www.nsfg.org.uk)).

**Open evening:** (2024 Open evening TBC)

**Open mornings and tours:** (2024 tours TBC)

Further details on the open evening and tours for September 2025 entry will be available on the school website from September 2024.

## Oversubscription Criteria

Before applying the oversubscription criteria, children with an Education Health and Care Plan (EHCP) which names the school will be admitted. As a result of this the published admissions number will be reduced accordingly. If the number of preferences for the school is more than the number of places available, places will be allocated in the following priority order –

a) Looked after children and previously looked after children – 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.

b) Current family association – a brother or sister attending Northfleet School for Girls or Northfleet Technology College when the child starts. 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. If siblings from multiple births (twins, triplets, etc.) apply for a school and the school would reach its Published Admission Number (PAN) after admitting one or more, but before admitting all of those siblings, the LA will offer a place to each of the siblings, even if doing so takes the school above its PAN.

c) 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. Such claims will need to be supported by written evidence from a suitably qualified medical or other practitioner who can demonstrate a special connection between these needs and the particular school.

d) Children of members of staff where the following applies at the time of application. Where the member of staff has been employed at the school for two or more years at the time at which the application is made and/or the member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.

e) 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 data. 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.'

In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place.

### **Admissions outside normal age group**

Requests for admission 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 make a decision before the closing date. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child in question. This might include medical or Educational Psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this may impede a school's ability to agree to deferral. Parents are required to complete an application for the normal point of entry at the same time in case their request is declined.

### **Waiting lists**

Waiting lists will be maintained up to January 2026 and will be ranked according to the above oversubscription criteria. The school waiting list will be re-ranked in line with the oversubscription criteria where an additional student is added.

### **Sixth Form admission arrangements**

Priority will be given to existing students transferring from Year 11 within Northfleet School for Girls. We take great care to ensure that students enrol onto courses of the appropriate level. There may be occasions where a student is offered a place in our Sixth Form through the above criteria, yet we are unable to offer specific courses due to high demand, in this event students will be allocated to the most appropriate courses based on interview outcomes, taking into account prior grades, career aspirations and school references.

The PAN for external candidates will be 70 but this figure may be exceeded in the event that the number of internal students transferring into Year 12 is less than the overall total figure for the year group (which is 140).

The specific course entry requirements are set down in the subject overview sheets, available in school and on our website.

In case of over subscription our normal admissions criteria apply.

September 2025 Entry Year 12 –140

September 2026 Entry Year 12 - 140