

Transfer to Secondary School in Westmorland and Furness September 2027

The closing date to apply for a Year 7 Secondary
School place is 31st October 2026

Contents

Contents	2
Introduction	5
How to apply for a secondary school place	6
In summary:	7
Information about applying for a secondary school place	8
What is the Coordinated Admissions Scheme?	8
What are the different types of school?	8
How are places allocated?	8
How likely am I to get my first preference?	9
Is the admissions policy for each school important?	10
How could this affect me?	10
What are catchment areas?	10
How do I find out which is my catchment school?	11
Do I need to send anything with my application?	11
What do I need to do if my child was previously looked after by a Local Authority/or children who were previously looked after outside of England?	11
Is school transport something I should consider?	11
What happens to applications received after the closing date?	11
What happens if I move house?	12
How do I apply from outside Westmorland and Furness Local Authority?	13
How do I apply to another Local Authority?	13
What happens if both parents/carers cannot agree about where they would like their child to go to school?	13
What can I do if I am not happy with the school that I am offered?	14
What happens if my child doesn't get a place and then one becomes available?	14
Can my child's name go on a waiting list?	14
How do I apply for a school place at another time? (i.e. in-year)	14
Children of UK Service Personnel (UK) Armed Forces and Crown Servants	15
Information about admission to community and voluntary controlled schools	16
How do I find out if my preferred school is a community or voluntary controlled school?	16
How are places allocated at community and voluntary controlled schools?	16

Transfer to Secondary School in Westmorland and Furness September 2027

Does the junior or primary school my child is attending affect how places are allocated?	16
What do I need to do if my child was previously looked after by a Local Authority/or children who were previously looked after outside of England?	16
Will younger brothers and sisters be able to go to the same school?	16
Which address will be used for determining my child's priority for admission?	17
What happens if I am moving house?	17
What happens if I provide false information?	18
Can my child's name go on a waiting list if they are not offered a place?	18
Westmorland and Furness General Admissions Policy 2027/2028 – Community and Voluntary Controlled Schools.....	19
Explanatory Notes.....	19
Secondary schools in Westmorland and Furness.....	21
Finding your way around this section	21
Secondary School Information.....	23
Further Help and Advice	43
Help with Education, Health and Care Plans (EHCPs)	43
Special Educational Needs and Disabilities Information, Advice and Support Service (SENDIASS)	43
Free School Meals	44
Home to School Transport	44
Admission Appeals	46
Who has the right of appeal?	46
Who is responsible for setting up appeals?.....	46
When will my appeal be heard?	46
Who sits on an appeals panel?	46
What happens at an appeal?	47
How can I challenge or complain about an appeal panel's decision?	47
Where can I find out more information?	47
Useful Contact Details	48
School Admissions and Appeals Team.....	48
How do I find out where the specialist services are based?.....	48
Local Authorities neighbouring Westmorland and Furness	48

Useful Websites	48
Data Protection	49
Translation Services	50
How to access this document in other formats.....	50

Introduction

We are Westmorland and Furness Council's School Admissions and Appeals Team. Our job is to manage all the applications for school places at maintained schools and academies for children living in the local authority area of Westmorland and Furness, ensuring that all parents/carers who apply are offered a school place. This booklet will tell you how to apply for a school place, give you information about how the admissions process works and explain more about admissions to community and voluntary controlled schools where the Council is the admissions authority. We have tried throughout this booklet to keep the information simple, clear and easy to read. However, if the law says you must do something, we have to make sure that you understand this.

We refer to preference rather than choice because you can say on the application form which school you would like your child to attend, but this is not the same as choosing the school your child will go to. It does, however, encourage you to say which schools you would prefer.

Throughout the booklet we refer to 'schools'. This always includes academies unless otherwise stated.

Every year we receive late applications and it is a shame that some children may miss out on their preferred school just because an application form is late. The law says that we must not allow for late applications unless there are exceptional reasons. So please do make sure your application is on time, why not start thinking about it and complete the online application form?

You will probably be aware that two new councils – Cumberland Council and Westmorland & Furness Council replaced Cumbria County Council on 1 April 2023. Please ensure you check which Local Authority you should apply to (this should be the Local Authority you pay Council Tax to).

Important: From September 2027 the Home to School Transport Policy is changing. If you are applying for a school place for your child, starting in September 2027, free transport for eligible pupils will be provided to the nearest suitable school only from your home address. Further details are contained within the "Home to School Transport" section of this brochure.

How to apply for a secondary school place

If you live in the Local Authority of Westmorland and Furness and your child is currently in Year 6 in a primary or junior school, you must apply to Westmorland and Furness Council for a secondary school place in September 2027, under the Local Authority's Co-ordinated Admissions Scheme.

Read through this booklet carefully before making an application. You can find details about each secondary school, including individual schools' admissions policies, and whether you also need to complete a supplementary form or an entrance test.

Please apply online. If your child lives in the local authority of Westmorland and Furness and attends a primary or junior school within the local authority, the School Admissions and Appeals Team will send a letter to you through your child's school. This letter will arrive in schools during the first week of the new academic year and it will give you information on how to make an online application.

The online application form can be found on the [Westmorland and Furness Council website](#).

The advantages of applying online are:

- You will receive an email confirmation to say your application has been received.
- You will be able to find out which school your child has been offered in the morning of 1 March 2027, before the letters are sent out to those who apply on a paper form.

If you are unable to apply online you could ask your child's current school or your local library to help, or contact the School Admissions and Appeals Team and we will send a paper copy of the form to you. If you are completing paper form, please write in **BLOCK CAPITAL LETTERS**.

However you decide to apply, you must state the address where your child lives. **You must not use a business address, a relative's address, childminder's address or any address other than your child's home address. You may be asked to provide evidence of your address when making your application.**

We ask you to name three different preferences of school that you would be happy for your child to attend because we cannot guarantee that you will get your first preference.

On the application form you should give your first, second and third preferences.

Some schools ask you to fill in a supplementary form with additional information they might need, for example a church school may ask you to prove that you are a regular worshipper. Copies of these supplementary forms are available from the relevant schools and should be available on the school's website. You must return supplementary forms direct to the schools you are applying to, not the Local Authority. Please remember that if you are completing a supplementary form, you must also apply online or complete a paper application form [SA3]. If you complete a supplementary form, please return it directly to the school.

Transfer to Secondary School in Westmorland and Furness September 2027

If we receive more than one application from you by the closing date, we will use the one with the latest date. You must sign and date your application form, either electronically or on paper. In signing your form, you are agreeing that you have read this information booklet, and that the information you have provided is accurate and truthful and that you agree, if it is necessary, for the Local Authority to seek verification of your child's residence. If you are at all unsure about any of the above information, please do not hesitate to contact the School Admissions and Appeals Team.

Make sure that you submit your application online, or if you use the printed version, return it to your child's current school or the School Admissions and Appeals Team by the closing date of 31 October 2026.

On 1 March 2027 we will send you an email in the morning (if you applied online) or post a letter to the address you have given us (if you have used a paper form). The email or letter will tell you to which school your child has been allocated a place. We will also explain what you must do next. If you are not happy with the place you have been allocated the letter will explain how you can appeal against the decision.

If your child has an Education, Health & Care Plan (EHCP) or you would like more information on Special Educational Needs please contact the SEND Team, using details below, within the 'Further help and advice' section.

In summary:

- Please read this booklet carefully before you make your application
- You can apply online, or complete a paper application, but please do not do both
- Make sure your application is submitted by 31 October 2026. The online application service will be available from 2 September 2026 until the closing date of 31 October 2026 at 11:59pm
- If one of your preferred schools has a supplementary form, complete and return the form to them by 31 October 2026.
- We will email you the outcome of your application on 1 March 2027 if you apply online, or post a letter to you on this date if you apply using a paper form
- If you or someone you know needs general advice about admissions, please contact the School Admissions and Appeals Team on 0300 303 8144 or school.admissions@westmorlandandfurness.gov.uk

Information about applying for a secondary school place

What is the Coordinated Admissions Scheme?

The scheme explains how the Local Authority coordinates (manages) admissions with other neighbouring authorities and schools that are their own admission authority (foundation and voluntary aided schools, free schools and academies). The purpose of the scheme is to ensure that each pupil living within the Local Authority receives only one offer of a school place, whether that is at a school within the local authority area or one maintained by a neighbouring authority.

What are the different types of school?

The type of school you apply for affects the way decisions are made. For all types of school you must apply to the Westmorland and Furness Council's School Admissions and Appeals Team for a place.

For **community** and **voluntary controlled schools** Westmorland and Furness council is the admission authority, it decides the admissions policy and makes decisions about the allocation of places.

For **voluntary aided** and **foundation schools**, each school's governing body is responsible for the admissions policy and decisions about the allocation of places.

For **academies** and **free schools**, the academy trust is responsible for the admissions policy and decisions about the allocation of places.

The Local Authority is not responsible for allocation decisions made by voluntary aided, foundation or free schools or academies.

You can find out more about individual schools and their type on the schools information pages below.

How are places allocated?

The School Admissions and Appeals Team collate all applications for school places from parents and carers of children living within the local authority of Westmorland and Furness. We then start a process of liaising with foundation and voluntary aided schools, academies and free schools, and with neighbouring local authorities where necessary (for example if a family live close to the county boundary and want their child to attend a school in the neighbouring county). This process is called **coordination**.

Each admission authority (in the case of community and voluntary controlled schools this is the Local Authority) then looks at all applications for their school, whether they have been named as a first, second or third preference. This is because all **preferences must be**

treated equally. This is known as the **equal preference scheme** and means that each of your preferences is treated as a separate application.

Each school has a **Published Admission Number (PAN)** which is the number of places that a school has available to offer. The allocation process is straightforward when a school is not oversubscribed you are likely to get a place at your first preference school. Unfortunately, schools are sometimes oversubscribed and in this case admissions authorities need to work out who has highest priority for the places in a fair and consistent way. They do this by using the oversubscription criteria contained in their admissions policy to rank all the applicants in order of priority.

If it is possible to offer a place at more than one of your preferred schools, we will offer a place at whichever of those schools that you ranked the highest.

If it is not possible to offer you a place at any of your preferred schools, you will be offered a place at the nearest school with a place available. We will decide which is the nearest by measuring the shortest walking route by road using the Local Authority GIS mapping system.

How likely am I to get my first preference?

In Westmorland and Furness Local Authority you are very likely to get your first preference. Last year over 96% of parents applying for secondary school places were offered their first preference. You cannot however assume you will be offered your first preference of school. There are always schools that are very popular for many different reasons and those schools tend to have more applications than there are places available. **This is why it is important to put the names of three different schools on your application form.** If we cannot offer you any of your preferred schools, we will offer an alternative school so naming three preferences means that you have a better chance of being offered a school you have selected yourself. The law says that we must only do this after all applications from parents who have included the school as one of their preferences have been considered. This means that if you name only one school and we cannot offer a place, you will not be considered for a school place at an alternative school until places have been identified for other parents.

It is unlikely that you will not get any of your three preferences but nevertheless this has happened for a very small number of families in recent years. There is no advantage in listing fewer than three schools or including the same school more than once. This does not increase your chances of admission to a particular school. In fact, you are wasting one or more of your preferences and are more likely to be offered a place at a school some distance away from your home.

Information about the number of applications received and the number of places allocated at secondary schools last year is available within each school's information. Please be aware,

however, that this does change from year to year, and just because a school has been undersubscribed one year does not mean that it will be the next year.

Is the admissions policy for each school important?

Yes. Deciding which school to give as your first preference is not just about which school you would prefer your child to attend. You also need to consider your chances of being offered a place at that school. This is very important if you are considering naming popular schools as your preferences if none of these are your catchment school.

You should check the admissions policy for the schools you are considering to see what level of priority you would have. If a school has been consistently oversubscribed in the past and you would have a low priority under the oversubscription criteria, you should think seriously about whether you want to apply for this school. Think carefully about naming popular schools for all three preferences, particularly if you have a low priority under the admissions policy. Other applicants that rank more highly using the school's admissions policy may be allocated all the available places.

How could this affect me?

If you don't get a place at any of your preferred schools and these do not include your catchment school, you may then be disadvantaged in getting a place at your catchment school. All the places may already have been allocated to children whose parents have named the school as a preference.

What are catchment areas?

The Local Authority's Admissions Policy for community and voluntary controlled schools and the admissions policies for many voluntary aided, foundation schools and academies make reference to catchment areas. A catchment area is a defined geographical area, which gives priority for admission to families who live within its boundary. Catchment areas defined by the Local Authority are also used in deciding on school transport entitlement. In some limited cases, foundation and voluntary aided schools and academies have a different catchment area defined for admission purposes from that which the Local Authority has defined for transport purposes.

Where an area does not form part of a catchment area the "catchment" school will be the nearest school, measuring the shortest walking route by road using the Local Authority GIS mapping system.

How do I find out which is my catchment school?

You can check with the School Admissions and Appeals Team by telephone or email. You can also ask for a map of the catchment area (for academies, voluntary aided, foundation and free schools, you will need to contact the school directly). Please be aware that children from your area may be attending a school which is not the catchment school. You should not make assumptions, so it is advisable to check with the School Admissions and Appeals Team.

Do I need to send anything with my application?

You may be asked to supply supporting evidence with your application, such as evidence of address, faith adherence, documents related to Looked After Children. You should check with the schools you are intending to state as a preference to see whether any **supporting evidence** should be sent with your application or a **supplementary form** completed. For example, it may be that the policy gives priority to families of a particular faith and asks for evidence of this. **If you do not send the evidence this may affect the priority your child is given in the process.** Make sure that any supporting evidence or supplementary forms are submitted by the closing date of 31 October 2026.

What do I need to do if my child was previously looked after by a Local Authority/or children who were previously looked after outside of England?

If you are applying for a foundation or voluntary aided school, or an academy or free school and you want your application to be considered on the basis that your child was previously looked after, please contact the school to find out what evidence you will need to provide. Information about what to do if you are applying for a community or voluntary controlled school can be found below.

Is school transport something I should consider?

Yes. The transport policy is explained below under 'Home to school transport'. **Please note the Home to School Transport Policy is changing from September 2027.** If home to school transport is a factor in deciding on your preferred schools, you should give this very careful consideration.

What happens to applications received after the closing date?

It is vital to get your application in on time. There is less chance of getting a place at your preferred school if your application is late.

At the initial offer stage of the admissions process, we do not consider applications which are either submitted or changed after the closing date of 31 October 2026 until we have dealt with all applications received on time, unless there are exceptional reasons that prevented

you from submitting the form on time and you provide independent proof to confirm your circumstances. We will deal with these applications differently depending on the date we receive them. If you submit an application after 31 October 2026 but before 4 January 2027 and you feel there are exceptional reasons, **you must supply independent evidence/documentation at the time of submission**. Otherwise, your application will be classed as late.

We may write to you and ask for more details, for example to request some independent evidence. If you cannot provide the information required, or it is not received until after 4 January 2027, we will not be able to take into account your circumstances during the initial allocation process. However, we will be able to use it at a later stage, such as reallocation day. More information about reallocation day can be found below. If you have plans which mean you may not need a school place, you should apply anyway and withdraw your application when your plans are confirmed.

Even if there are exceptional reasons for a late application or a change of preference, it will not be possible to consider any applications received after 4 January 2027 until places have been allocated for all timely applications. If your application is late (ie received after 31 October 2026) and is not considered as exceptional (as above), your application will not be dealt with until after the initial allocation of places. Your application will be dealt with after **reallocation day** (23 March 2027) and we will inform you of the outcome of your application after this date.

If your application is late and any of the schools you express a preference for are oversubscribed from the applications that we received on time, it is highly unlikely that you will be offered a place at those schools. This will be the case even if you live in the catchment area and/or have older children already attending the school.

What happens if I move house?

If you are planning to move house, you must still make an application by the closing date of 31 October 2026, even though you may need to ask to change your preferences later because of your change of address.

If you move house after applying you must notify us. It is your responsibility to make sure you do this, if you do not it could affect the offer of a place at one of your preferred schools.

If we offer you a place at an oversubscribed school on the basis of an address you moved away from before places were allocated, we may withdraw it. If you move house after a place was allocated but before the start of the autumn term and we have reason to believe that your intended move was planned before places were allocated, we may withdraw the offer of a place.

How do I apply from outside Westmorland and Furness Local Authority?

If you live outside the local authority area of Westmorland and Furness, you must make your application for a school place on the application form for the Local Authority where you live. You should contact the Local Authority for your area and ask for their information pack and application form.

How do I apply to another Local Authority?

One or more of the schools you apply for could be in the area of a neighbouring Local Authority. If your home address is in the local authority area of Westmorland and Furness, you should name your preferred schools on form your application in exactly the same way as a Westmorland and Furness Local Authority school. School Admissions will then work with the relevant Local Authority regarding your application. If you live near the Local Authority border you may want to contact a neighbouring Local Authority for information about its schools. Details of neighbouring Authorities are provided below.

What happens if both parents/carers cannot agree about where they would like their child to go to school?

There may be instances where parents do not agree on the preferred school for their child. However, the School Admissions Code 2021 states that only one offer per child can be made by the LA. **The LA cannot process more than one application at a time for the same child.** The LA is unable to resolve any disagreement or take sides and applications may be severely delayed where separate applications are received for different schools.

When completing the LA application form, parents are required to confirm that the application is made with the agreement of all parties with parental responsibility. If it becomes apparent that a submitted form contained false information in this respect, or was intentionally misleading, the LA will put processing of the application on hold. This will be the case if a second application is received for the child from the other parent.

In line with the School Admissions Code, the LA may also withdraw a school place obtained through a fraudulent or intentionally misleading application. The LA cannot guarantee that a school place will be kept open pending resolution of a dispute.

Where there is evidence of disagreement, the LA will first seek to establish whether both parents have parental responsibility and whether a court order has been made regarding who has authority to make an application. You will be asked to provide evidence in order for the LA to establish the position. If only one parent has parental responsibility, that application will be processed. If a court order has been made, the LA will comply with the court order.

If there is disagreement and both parents have parental responsibility, the LA will not be able to process either application for the child. The application will be put on hold until the LA has

received either written agreement from both parents of how to proceed, or a court order directing which parent can make the application. For main round applications to reception or year 7, this may result in your child's application being processed as a late application and therefore your child could miss out on a school place at a preferred school. This may further profound implications for the child and family moving forward. Given this we would urge parents to reach agreement on the preferred schools for their child at the earliest opportunity.

What can I do if I am not happy with the school that I am offered?

Usually, your child will be offered a place at one of your preferred schools. Last year over 99% of applicants for a secondary school place in Westmorland and Furness Local Authority were offered one of their three preferences. If you are not offered a place in your preferred school or if you are unhappy with the school place allocated for whatever reason, you have the right of appeal to an independent admission appeal panel. Information about admission appeals can be found below.

What happens if my child doesn't get a place and then one becomes available?

If you have not been offered a place at one of your preferred schools on 1 March 2027 because the school was oversubscribed, your child will be considered for any places which become available. The Local Authority will reallocate any available places after 23 March 2027. This is known as reallocation day. All outstanding applications will be considered, including any late applications and changes of preference, using the school's oversubscription criteria to prioritise.

Can my child's name go on a waiting list?

After reallocation day, it is up to the admission authority for the school or academy to maintain their waiting list. For oversubscribed schools, the admission authority must maintain a waiting list until at least the 31 December in the academic year of admission. More information about waiting lists for community and voluntary controlled schools can be found below.

How do I apply for a school place at another time? (i.e. in-year)

From the first day of the school term all applications received will be treated as in-year admissions.

Sometimes a change of school is unavoidable, such as when a family moves house. However, if you are considering changing your child's school for other reasons, it is very important to try to resolve any issues within the current school before considering an in-year transfer.

Transfer to Secondary School in Westmorland and Furness September 2027

You can contact the School Admissions and Appeals team to make an application and for more information about admission to school.

You can also contact your preferred school directly, and in most cases it will be able to deal with your request. If you are offered a place, you can arrange an admission date with the school.

Some schools may refer you to the School Admissions and Appeals team to handle your application (i.e. community and voluntary controlled schools, where the LA is the admissions authority).

If your request is refused, you will receive a letter with the reason for refusal, and your right of appeal.

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

If you are a UK service personnel (UK Armed Forces) family with a confirmed posting to Westmorland and Furness Local Authority, or a Crown Servant family returning from overseas to live within the Westmorland and Furness Local Authority area, we will offer places in advance of the move provided the application is accompanied by:

- An assignment order that declares a relocation date and a unit postal address or quartering area address for UK service personnel
- An official letter declaring a relocation date for crown servants. Evidence of a future address may also be required.

Information about admission to community and voluntary controlled schools

How do I find out if my preferred school is a community or voluntary controlled school?

You can find out if a school is community or voluntary controlled in the individual schools information below.

How are places allocated at community and voluntary controlled schools?

If a community or voluntary controlled school is oversubscribed, places will be allocated using the oversubscription criteria contained in the Local Authority's Admissions Policy, detailed below.

Does the junior or primary school my child is attending affect how places are allocated?

No, a child's current school is not a factor in allocating places at community and voluntary controlled schools.

What do I need to do if my child was previously looked after by a Local Authority/or children who were previously looked after outside of England?

If your child was previously looked after, and you wish to be considered under category 1 of the Local Authority Admissions Policy below, you will need to provide some evidence with your application. If your child was adopted, this will be a copy of the Adoption Order. If your child became subject to a Residence/Child Arrangements Order or Special Guardianship Order, you will need to provide copies of these. If you are unsure of what you need to do, or whether your child can be considered under this category, please contact the School Admissions and Appeals Team.

Will younger brothers and sisters be able to go to the same school?

Siblings of children attending their catchment area school have a higher priority for admission when places are allocated at oversubscribed community and voluntary controlled schools. If you choose a school other than your catchment area school, places may not be available for your younger children as catchment children will have higher priority. However, they will be prioritised over children in category 6 (children living outside of the catchment area with no siblings in the school).

Which address will be used for determining my child's priority for admission?

If a school is oversubscribed, the address where the child normally lives will be used in the allocation process. It is not possible to use an alternative address such as the address of your child's grandparents or child minder. In some cases, for example where shared parental living arrangements are in place, the address where a child normally lives may be difficult to decide. In these circumstances, the address used for child benefit purposes, (i.e. the address for the parent claiming the child benefit), or the address that the child has registered at their GP will be used. Residency at a particular address is a key factor in allocating places at oversubscribed schools. If we offer a school place and then discover that the offer was made on the basis of fraudulent or misleading information (for example, a false claim to be living at an address), we may withdraw the place.

What happens if I am moving house?

If you are about to move house or think you may do so in the near future, **you must contact us and tell us the address that you will be moving to**. For your application to be considered on the basis of your new address you will need to be able to provide evidence of your move as soon as possible stating an intention to move to an area will not be enough.

Examples of evidence we will request are signed tenancy agreements, evidence of exchange of contracts relating to a purchase and HM Land Registry certificates. Whatever evidence you provide, we will need to be satisfied that you will be resident at this new address at the time your child is offered a school place and also when they take up this place, in September 2027. We may have to ask you for further evidence such as utility bills. If you cannot provide the evidence required, or we do not feel that your evidence is sufficient, or it is not received until after 4 January 2027, then we will not be able to consider you for a school place based on your new address during the initial allocation process. However, we may be able to use it at a later stage (for example, on reallocation day).

A temporary move (for example, to stay with family) could be considered, but the Local Authority would have to be satisfied that there is a long-term intention to remain at a particular address.

You should always keep the School Admissions and Appeals Team informed of the progress with your move.

This is your responsibility; it could affect the offer of a place at one of your preferred schools.

What happens if I provide false information?

Unfortunately, a small number of parents may try to secure a place for their child by either providing false information or withholding relevant information.

Every place secured on the basis of false information potentially deprives another child of their rightful place, and the Local Authority takes allegations of falsified addresses very seriously. All allegations will be investigated. Offers made for places in oversubscribed schools on the basis of false or misleading information will be withdrawn, as they have been in previous years.

The Local Authority will, as necessary, seek verification of your child's address, or of any other information provided on the application form. Local Authority officers may visit the address given as the child's residence in order to verify that he/she lives at that address.

This process may happen before or after places have been allocated.

Can my child's name go on a waiting list if they are not offered a place?

If your child does not get a place in the main allocation or reallocation process (detailed above), they will continue to be considered for any places which may become available at this school until the end of the Autumn term 2027. If you still want your child to be considered for any vacancies in community or voluntary controlled schools from the start of the spring term onwards, you should contact the School Admissions and Appeals Team to put your child's name on a waiting list by 5 January 2028.

From 5 January 2028, only children on the waiting list will be considered. Vacancies will always be allocated by applying the Admissions Policy. Length of time on the waiting list will not be a factor.

Westmorland and Furness General Admissions Policy 2027/2028 – Community and Voluntary Controlled Schools

Where there are more applications than places available at a community or voluntary controlled school for entry to all year groups **except Year 12**, applications will be prioritised using the criteria below. They will be applied in conjunction with explanatory notes 1 – 8 which form part of the policy.

1. Children looked after, i.e. in public care, giving priority, if necessary, to the youngest child(ren); children who were previously looked after; and children who were previously looked after outside of England.
2. Children living in the catchment area who have brothers or sisters in the school (or associated infant or junior school) at the time of admission.
3. Children living outside the catchment area who, at the time of their admission, have brothers or sisters in the school (or associated infant or junior school) who were allocated a place at that school by the Local Authority either (a) in the absence of a place being available in the catchment area school due to oversubscription and the school was identified by the Local Authority as the next nearest with a place available or (b) the school is named in the sibling's Education, Health and Care Plan (EHCP).
4. Other children living in the catchment area giving priority to those living closest to the school, measured by a straight-line measurement between the centre of the pupil's home address and a common point on the school site as determined by the Local Authority.
5. Children living outside the catchment area who have brothers or sisters in the school (or associated infant or junior school) at the time of their admission.
6. Children living outside the catchment area, giving priority to those who live closest to the school, measured by a straight-line measurement between the centre of the pupil's home address and a common point on the school site as determined by the Local Authority.

Applications will be prioritised on the above basis. An exception will be made under the Local Authority's policy for the education of children with special educational needs where a child holds an Education, Health and Care Plan (EHCP), that names the school.

Explanatory Notes

These notes are part of the policy

Note 1

A child looked after is a child in public care, who is looked after by a local authority within the meaning of Section 22 of the Children Act 1989. Children previously looked after are children

who were looked after, but have ceased to be so because they were adopted (under the terms of the Adoption and Children Act 2002) or became subject to a Child Arrangements Order or Special Guardianship Order (Children Act 1989).

Advice issued by the Department for Education (DfE) in July 2021 states that a child previously looked after outside of England is one that was looked after, outside England, by a public authority, a religious organisation or another provider of care whose sole purpose is to benefit society.

For a previously looked after child to be considered under criteria 1, the parent or carer must provide appropriate written evidence to support the application. Without this evidence it **will not** be possible to consider the application under category 1 of the LA General Admissions Policy.

Note 2

In criteria 2, 3 and 5, priority will be given to those children living closest to the school, measured by a straight-line measurement between the centre of the pupil's home address and a common point on the school site as determined by the Local Authority

Note 3

Brothers and sisters are those living at the same address and includes step and foster children. Priority will only be given where it is known at the time of allocating places that a sibling will be attending the school (excluding a nursery class) at the time of admission.

Note 4

Where reference is made to 'associated' infant and junior schools this is to describe those situations where infant and junior schools share the same catchment area.

Note 5

Brothers and sisters in the school at the time of admission does not include a brother or sister who will be attending a nursery class that is attached to the school.

Note 6

If a parent or carer believes that they qualify for consideration under criterion 3, they should indicate this on their preference form in the place provided for this purpose.

Note 7

Distance measurements will be undertaken using the Local Authority's computerised Geographical Information System [GIS]. This measures a straight-line measurement between the centre of the pupil's home address and a common point on the school site as determined by the Local Authority.

Note 8

Random allocation will be used as a tie-break in criteria 2, 3, 4, 5 and 6 to decide who has the highest priority for admission if the distance between the children's home address and the school is the same. This process will be independently verified.

Secondary schools in Westmorland and Furness

The government has enacted legislation to provide for maintained schools to become academies. This may mean that by September 2027 some of the maintained schools detailed in this book will become academies.

Finding your way around this section

This section contains information about secondary schools in the Local Authority of Westmorland and Furness. **If you need any further information about secondary schools, please contact the School Admissions and Appeals Team.**

National Offer Day 2026 Information

- The number of first, second and third preferences that were expressed for places in the September 2026 Year 7 intake. These only apply to applications which were received by the closing date and do not include late applications or late changes of preference.
- The number of places offered on National Offer Day (2 March 2026). Again, these do not include any late applications or changes of preference considered on reallocation day, or any applicants admitted as a result of successful appeals or offered places once the coordinated process had ended, such as in-year applicants.
- You can find this information in our secondary school offer 2026 document.

School Information

- Important contact details for schools, including address, telephone number, email and web addresses and the name of the Headteacher
- The type of school, whether this be community, voluntary controlled, foundation, voluntary aided, an academy or free school
- The age range of children attending the school
- The Department for Education reference number
- The Published Admission Number
- The number of children on roll at the school in May 2026 (at the date of the last School's Census)

Admissions Policies

- The Local Authority Admissions Policy, used to allocate places at oversubscribed community and voluntary controlled schools, is shown above.
- Some information about the admissions policy for each academy, free, voluntary aided and foundation school (including their oversubscription criteria) is provided under the entry for the school. If you want to read the full policy you can look on the school's website, contact the school for a copy or look on the council website at westmorlandandfurness.gov.uk. Where relevant, if you are applying to a school on the

basis of faith and wish your application to be considered under these criteria, you should complete the school's supplementary form which is available on the council website or direct from the school.

Please remember that the information provided about the number of applications and offers made should be treated with caution because the position can change year on year. A school which is undersubscribed one year may be oversubscribed the next. Also, a school may have exceeded its Published Admission Number in September 2026 in order to meet demand but may not be able to do so in September 2027.

You can find out if your preferred school has a supplementary form under each school's entry.

There are other ways to find out more about schools. You could:

- Visit the school – attend any open evenings
- Ask for the prospectus
- Look at the school's website
- Read the [latest Ofsted report \(GOV.UK\)](#)
- Look at the school's performance data in the [school performance tables \(GOV.UK\)](#)
- [Read more information about school admissions on the GOV.UK website](#)

Secondary School Information

Appleby Grammar School

School Address Battlebarrow, Appleby-in-Westmorland, CA16 6XU

Telephone [01768 351 580](tel:01768351580)

Email admin@appleby.cumbria.sch.uk

Website www.appleby.cumbria.sch.uk

Head Mr P Nicholson

Status Academy

Age Range 11 to 18

DfE Number 5407

Published Admission Number 90

Number on Roll 351

Admission Arrangements 2027: Please contact the school or Academy Trust

Cartmel Priory CE School

School Address Headless Cross, Cartmel, Grange Over Sands LA11 7SA

Telephone [01539 536 202](tel:01539536202)

Email admin@cartmelprioryschool.co.uk

Website www.cartmelprioryschool.co.uk

Head Mrs Sarah Beestone

Status Academy

Age Range 11 to 16

DfE Number 5410

Published Admission Number 76

Number on Roll 369

Admission Arrangements 2027

We believe in equal opportunities for all children. Children will be admitted unless the applications for admission exceed the number of places available, in which case the following criteria will be applied in the order set out below to decide which children to admit:

1. Children who are in Public Care or who were previously in Public Care but who have been adopted or became the subject of a Child Arrangements Order or Special Guardianship Order. This also includes children who were previously in Public Care outside of England. A child in public care is defined as a child who is looked after by the Local Authority within the meaning of section 22 of the Children's Act 1989.
2. Children living within the catchment area having a brother or sister attending Cartmel Priory CE School at the time of their admission giving priority, if necessary, to those children with the youngest siblings. Brothers and sisters are those living permanently at the same address including step, adopted and foster children.
3. Children living in the catchment area.
4. Children living outside the catchment area who, at the time of their admission, have brothers or sisters in the school.
5. Children living outside the catchment area.

A map of the catchment area can be obtained from the school.

The criteria outlined above will be strictly followed there being one exception. If a child has a Educational Health Care Plan naming Cartmel Priory Church of England School then, irrespective of the criteria the child will be admitted, provided the school can meet the child's needs and that meeting the need is compatible with the education of others.

Tie Break

Where there are more applicants than places available, distance from school will be the determining factor. The distance is measured from the child's home front door to the main entrance door of the school. The distance is determined by the shortest route by road.

Chetwynde School

School Address Rating Lane, Barrow in Furness, LA13 0NY

Telephone [01229 824 210](tel:01229824210)

Email info@chetwynde.cumbria.sch.uk

Website www.chetwynde.scmat.org.uk

Head Mr Stephen Jefferson

Status Free

Age Range 3 to 16

DfE Number 6025

Remember the deadline 31 October 2026

Published Admission Number 60

Number on Roll 509

Admission Arrangements 2027

Where there are more applications than places available, the order in which places will be allocated will be as follows:

1. Looked after, previously looked after children, adopted from care, special guardianship

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, in England. A 'previously looked after child' is a child who was looked after in England, but ceased to be so because they were adopted, or became subject to a child arrangements order, or a residence order, or a special guardianship order. All references to previously looked after children in this Code mean 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. Applications in this category must be accompanied by a signed and dated letter from the child's social worker or former social worker confirming their status, to be received by the application deadline in the normal admission round.

2. Children of staff members employed at South Cumbria Multi Academy Trust

The staff member must have a permanent contract, be permanently based at South Cumbria Multi Academy Trust for more than 50% of their normal working hours each week during term time, and have been:

- Employed for at least two years at the time of application; or
- Recruited to fill a vacant post for which there is a demonstrable skill shortage

For the avoidance of doubt, it is not possible for a staff member to have priority at more than one School within the Trust.

For the purpose of this category, a 'child' of a staff member is their natural or adopted child (whether they live with the staff member or elsewhere), and/or their step-child or child of their cohabiting partner (where they live and sleep at the staff member's home address for more than 50% of their time from Sunday to Friday night during term time).

For the avoidance of doubt, a step-child or child of a cohabiting partner, who lives elsewhere, will not be eligible for a place under this category

3. Children with a sibling at the School in Reception Year to Year 6

The sibling must attend the School in Reception Year to Year 6 at the time when the applicant child is admitted. For the purpose of this category, a 'sibling' is a full sibling (sharing both Parents or Carers), a half sibling (sharing one parent), an adopted sibling, a long-term foster

sibling (i.e. not a temporary placement), a step sibling (one child's parent married to the other child's parent), or a child of their parent's cohabiting partner. In all cases, the sibling must live at the child's home address (as defined by this policy) as part of the same core family unit. For the avoidance of doubt, a child of a friend or extended family member (e.g. cousin) will not be a 'sibling' for this purpose, even if they live at the same address as the applicant child. For inclusion in this category, Parents or Carers must state the sibling's details in the application form.

4. Children already within the Multi Academy Trust

A child must be enrolled in a school already within South Cumbria Multi Academy Trust at the time of application to be considered eligible under these criteria.

5. All other children

This category will include all children who do not fall into any of the oversubscription categories above.

Tie Breaker

Where there are more applications than places remaining in any of the oversubscription categories, the order in which places will be allocated will be determined by the distance between the child's home address (as defined by this policy) and the School, with those living nearest receiving highest priority.

Dallam School

School Address Main Street, Milnthorpe, Cumbria, LA7 7DD

Telephone [01539 565 165](tel:01539565165)

Email enquiries@dallamschool.co.uk

Website www.dallamschool.co.uk

Head Mr Steven Henneberry

Status Academy

Age Range 11 to 18

DfE Number 5405

Published Admission Number 180

Number on Roll 754

Admission Arrangements 2027

Where applications exceed the number of places available, first priority will be given to children with an Education Health and Care Plan that specifies Dallam School as the most appropriate school in that Statement or the Plan.

Remember the deadline 31 October 2026

Transfer to Secondary School in Westmorland and Furness September 2027

The following criteria will then be applied, in the order set out below, to decide which children to admit:

1. Looked after children or previously looked after children, giving priority if necessary to the youngest children¹
2. Children with a sibling attending the school at the time of application. 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.
3. Children living in or attending schools within the civil parish boundaries of Arnside, Beetham, Burton, Heversham, Holme, Levens, Meathop & Ulpha, Milnthorpe, Preston Richard, Silverdale, Witherslack, Yealand Redmayne and Yealand Conyers and children attending the school in Crosscrake (in the parish of Stainton).
4. Dallam will also give priority to children of staff 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 skill shortage.
5. Other children by distance from the school, with priority for admission given to children who live nearest to the school. Distance is measured using a straight-line measurement from the school to the child's home address to the school.

Criteria (5) will be used in the unlikely event that there are more applicants who cannot be separated by the oversubscription criteria outlined above. Where the distance between two children's homes and the school is the same, random allocation will be used to decide between them. This process will be independently verified.

Dowdales School

School Address Nelson Street, Dalton-in-Furness, Cumbria, LA15 8AH

Telephone [01229 469 800](tel:01229469800)

Email office@dowdales.school.uk

Website www.dowdalesschool.co.uk

Head Ms Emma Aubrey

Status Community

Age Range 11 to 16

DfE Number 4150

Published Admission Number 210

Number on Roll 884

Admission Arrangements 2027: This is a community school, so the LA's admissions policy applies

Furness Academy

School Address Park Drive, Barrow in Furness, LA13 9BB

Telephone [01229 484 270](tel:01229484270)

Email info@furnessacademy.co.uk

Website www.furnessacademy.co.uk

Head Helen Robinson

Status Academy

Age Range 11 to 16

DfE Number 6908

Published Admission Number 240

Number on Roll 1178

Admission Arrangements 2027

In the event that Furness Academy receives more applications than the number of places available, places will be allocated to children who meet the criteria outlined below, in order of priority until all places are filled.

After the admission of students with Education, Health and Care Plan (EHCP) where Furness Academy is named in the EHCP, the criteria will be applied in the order in which they are set out below:

a) Looked-after and previously looked-after Children

Highest priority will be given to children who, at the time of making an application are:

- In the care of a Local Authority
- Being provided with accommodation by a local authority under its social services functions (as defined in section 22 of the Children Act 1989)

Previously looked-after children who ceased to be in care because they:

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

Remember the deadline 31 October 2026

Transfer to Secondary School in Westmorland and Furness September 2027

- Became subject to a special guardianship order (as defined in section 14A of the Children Act 1989)

This also applies to children who were in state care outside of England but ceased to be so because 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
- Another provider of care whose sole or main purpose is to benefit society

b) Siblings

Priority will next be given to children with siblings on the Furness Academy roll at the time of application

Siblings include; brothers, sisters, step-siblings, adopted siblings, foster siblings and other children living permanently at the same address

c) Children of Staff

Priority will next be given to children of staff employed by the Furness Education Trust

- Staff who are currently employed by Furness Education Trust at the time of which the application for admission to the Academy is made
- Staff recruited to fill a vacant post for which there is a demonstratable skill shortage

d) Students from Trust Schools

Priority will next be given to students attending schools with the same Trust as Furness Academy.

e) Students from Feeder Schools

Priority will next be given to students attending Furness Academy's named feeder schools, for clarity our named feeder schools are; Cambridge Primary, Chetwynde, Dane Ghyll Primary, Greengate Junior, Holy Family Primary School, Newbarns Primary, Roose Community Primary, Sacred Heart RC School, St Georges C of E Primary, St James C of E Junior, St Paul's C of E Junior, St Pius X Catholic School. Within this category, priority will be given to those living nearest to the Academy, measured in a straight line, distance determined from the child's postal home address to Furness Academy's postal address (using measuring tool Google Maps).

f) Distance to the Academy

Priority will next be given to those students living closest to the Academy who do not fall into any of the categories above (a-e), measured in a straight line, distance determined from the child's postal home address to Furness Academy's postal address (using measuring tool Google Maps)

John Ruskin School

School Address Lake Road, Coniston, LA21 8EW

Telephone [01539 441 306](tel:01539 441 306)

Email admin@jrs.org.uk

Website www.jrs.org.uk

Head Mr Peter Blackburn

Status Community

Age Range 11 to 16

DfE Number 4151

Published Admission Number 48

Number on Roll 248

Admission Arrangements 2027: This is a community school, so the LA's admissions policy applies

Kirkbie Kendal School

School Address Lound Road, Kendal, Cumbria, LA9 7EQ

Telephone [01539 727 422](tel:01539 727 422)

Email headspa@kksa.co.uk

Website www.kirkbiekendal.cumbria.sch.uk

Head Mr Mark Harris

Status Academy

Age Range 11 to 18

DfE Number 5400

Published Admission Number 168

Number on Roll 1028

Admission Arrangements 2027

We believe in equal opportunities for all children wherever from, and from whatever background. Where there are more applications than places available at Kirkbie Kendal School for entry to all Year groups except Year 12, applications will be prioritised using the

Transfer to Secondary School in Westmorland and Furness September 2027

criteria below. They will be applied in conjunction with explanatory notes 1 and 2 which form part of the policy.

First

Children Looked After and previously Looked After

Second

Children who have a brother or sister attending Kirkbie Kendal School

Third

Children living in the catchment areas of Heron Hill Primary School, Vicarage Park C of E Primary School, St Mark's CE Primary School, Old Hutton C of E Primary School and children attending Dean Gibson R C Primary School, children attending Ghyllside Primary School.

Fourth

Children living in the catchment areas of other Kendal Collaborative Partnership schools, Stramongate Primary School, Castle Park Primary School, Crosthwaite C of E Primary School, St Oswald's CE Primary School, St Thomas's CE Primary School, Selside Endowed CE Primary School, Grayrigg CE School.

Fifth

Children living in the catchment area of all other schools.

Priority

If the school reaches its planned admission limit within any of the above criteria, then for those in these criteria, priority will be given to those who live nearest to the school, that distance being measured in a straight line using the Local Authority GIS plotting system from the centre of the student's home address to the centre of the front vehicle entrance of the school.

Applications will be prioritised on the above basis. An exception will be made for students whose Education, Health and Care Plan names the school, provided the school can meet that child's needs and that meeting the need is compatible with the education of others.

Kirkby Stephen Grammar School Sports College

School Address Christian Head, Kirkby Stephen, CA17 4HA

Telephone [01768 371 693](tel:01768371693)

Email admin@ksgs.cumbria.sch.uk

Website www.ksgs.cumbria.sch.uk

Head Miss Nicola Twedde

Status Academy

Age Range 11 to 18

DfE Number 5406

Published Admission Number 64

Number on Roll 377

Admission Arrangements 2027: Please contact the school or Academy Trust

Lakes School, The

School Address Troutbeck Bridge, Windermere, LA23 1HW

Telephone [01539 440 810](tel:01539440810)

Email admin@lakes.cumbria.sch.uk

Website www.thelakesschool.com

Head Ms Sharon Rainey

Status Community

Age Range 11 to 18

DfE Number 4056

Published Admission Number 90

Number on Roll 446

Admission Arrangements 2027: This is a community School so the LA's admissions policy applies

Queen Elizabeth Grammar School

School Address Ullswater Road, Penrith CA11 7EG

Telephone [01768 864 621](tel:01768864621)

Email secretary@qegs.cumbria.sch.uk

Website www.qegspenrith.education

Head Mr D Marchant

Status Academy

Age Range 11 to 18

DfE Number 5401

Remember the deadline 31 October 2026

Published Admission Number 160

Number on Roll 1027

Admission Arrangements 2027

Before the application of oversubscription criteria, applicants with an Education, Health and Care Plan who have reached the required standard in the Queen Elizabeth Grammar School entrance test and have named Queen Elizabeth Grammar School will be admitted. Such admissions are included in the PAN.

Places allocated according to academic ability alone 32 places (20% of all places) will be awarded according to ranked aggregate scores on the Queen Elizabeth Grammar School entrance test (the highest score being given the highest rank).

Oversubscription Criteria

Should the number of applicants exceed the PAN, the remaining places will be allocated according to the oversubscription criteria.

1. Children in Local Authority Care or Previously in Local Authority Care

A 'looked after child' or a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order. 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) or c) previously in public authority care outside of England.

2. Current Family Association

A sister or brother attending Queen Elizabeth Grammar School at the time the child starts. In this context sister or brother means children who live as sister or brother, in the same house including natural sisters and brothers, adopted siblings, stepsisters or brothers and foster sisters and brothers. If siblings from multiple births (twins, triplets, etc.) apply for a school place and the school would reach its Published Admission Number (PAN) after admitting one or more, but before admitting all of those siblings, a place will be offered to each of the siblings, even if doing so takes the school above its PAN.

3. Pupil Premium

Priority will be given to 10 Students in receipt of Pupil Premium (including Service Premium). This equates to 2 places per Year 7 form group, based on a PAN of 160 (5 forms of entry). Students in receipt of Pupil Premium who have been allocated a place according to a higher oversubscription criteria will not count towards the total number of 10 places.

A child is eligible for Pupil Premium where they have been registered for free school meals (FSM) at any point in the last 6 years. This does not include students who have only been eligible to receive Universal Infant Free School Meals. Pupil Premium is also afforded to

Children in Local Authority Care or Previously in Local Authority Care, however, these children will be prioritised in the relevant criteria above.

Children who are eligible for the Service Premium are those who have one of their parents/carers serving in the regular armed forces or have been registered as a 'service child' at any point in the four years prior to the closing date for registering for the test.

Parents/Carers wishing to apply under this priority must ensure they complete the attached Supplementary Information Form (Appendix 3) and return it to the school by 31st October in the year of application along with supporting evidence.

All children, in receipt of Pupil Premium, who gain a place at Queen Elizabeth Grammar School can receive

financial assistance towards items such as school uniform and school trips.

If these places are not filled by applicants in receipt of Pupil Premium by the Local Authority on National Offer Day any surplus or declined places will be offered to the next priority listed in our oversubscription criteria.

For more information on Pupil Premium places please refer to the Supplementary Information Form. The deadline for submitting this form is 31st October 2026.

4. Children of Permanent Members of QEGS Staff

A child whose parent/carer is a current and permanent member of staff employed for two or more years at the time of registration or who has been recruited to fill a demonstrable skill shortage. In this context a child means a natural daughter/son including adopted children and/or foster children who live at the same address as the member of staff.

The definition does not include contract staff. If a service has been 'in house' and is subsequently 'contracted out' children of staff will no longer be eligible for priority admission under this criterion. The definition does not include peripatetic staff.

5. Queen Elizabeth Grammar School accepts students in the order set out below.

Priority will be given to category a) followed by category b) for all remaining places, giving priority to those who live closest to the school*. The distance from the child's permanent home to the designated OS reference point

(NY 51206 29679) will be used in conjunction with the order of priority given below:

- a) Queen Elizabeth Grammar School designated catchment area (see Appendix 2)
- b) All other areas.

Queen Elizabeth School

School Address Kirkby Lonsdale, Carnforth, Lancs, LA6 2HJ

Telephone [01524 271 275](tel:01524 271 275)

Remember the deadline 31 October 2026

Email office@qes.org.uk

Website www.qes.org.uk

Head Mr David Waugh

Status Academy

Age Range 11 to 18

DfE Number 5411

Number on Roll 1155

Published Admission Number 256

Admission Arrangements 2027

Oversubscription Criteria

We believe in equal opportunities for all children.

QES has been oversubscribed in recent years and where applications for admission exceed the number of places available the following criteria will be applied in the order set out below to decide which children to admit:

1. looked-after children and previously looked-after children;
2. children of staff where a member of staff has been employed at the school for two or more years at the time the application was made or the member of staff is recruited to fill a vacant post for which there is a demonstrable skills shortage;
3. where the child has a brother or sister attending a school in the Lunesdale Learning Trust at the time of admission (Sept 2027) and this includes step siblings, adopted siblings or any other children living permanently at the same address;
4. proximity of the child's home to the school, with those living nearer being accorded the higher priority (see separate explanatory note).

When there is over-subscription in 1, 2, and 3 above, the distance criterion at 4 will be applied. In the event of a tie-break, random allocation will be used to decide who has highest priority for admission if the distance between two or more children's homes and the school is the same. This process will be independently verified.

Further explanatory notes

If the school is oversubscribed, the address of the parent with whom the child normally lives will be used in the allocation process. It is not possible to use an alternative address such as the address of a child's grandparents or childminder.

In some cases, where shared parental living arrangements are in place, a child's address may be difficult to determine. In these circumstances, the address used for child benefit purposes, i.e., the address of the parent claiming the child benefit will be used.

Residency at a particular address is a key factor in allocating places at oversubscribed schools. If the school offers a school place and then discovers that the offer was made on the basis of fraudulent or misleading information (for example a false claim to be living at an address), the school may withdraw the place.

Distance is measured from using a straight line measurement from the door of the School's Main Reception to the centre of the pupil's home address. See website for further details about previous year's information and system used.

An exception will be made for a child whose Education, Health and Care Plan (EHCP) names the school, provided the school can meet the child's needs and that meeting the need is compatible with the education of others.

Queen Katherine School, The

School Address Appleby Road, Kendal, Cumbria, LA9 6PJ

Telephone [01539 743 900](tel:01539743900)

Email enquiries@queenkatherine.org

Website www.qks.org.uk

Executive Head Mr Jon Hayes

Head of School Mr Ben Griffin

Status Academy

Age Range 11 to 18

DfE Number 5404

Published Admission Number 241

Number on Roll 903

Admission Arrangements 2027

Admission criteria, which will be applied to all applications for a place at The Queen Katherine School if applications exceed the Published Admission number, are:

First

Children looked after and who were previously looked after but have ceased to be so because they were adopted or became subject to a Child Arrangements Order or Special Guardianship Order.

Transfer to Secondary School in Westmorland and Furness September 2027

Second

Children whose sibling attends The Queen Katherine School (this includes step siblings, foster siblings, adopted siblings and other children living permanently at the same address). The sibling must be attending school in September 2027 when the Year 7 child is due to start.

Third

Children living in the Kendal catchment area. This includes any school situated in Kendal or the immediate surrounding area such as St Mark's, Natland or St Oswald's, Burneside.

Fourth

Children of current employees of The Queen Katherine School under the following circumstances: a) where the member of staff has been employed at the school for more than two 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 shortage.

Fifth

Children from outside the Kendal catchment area such as St Martin and Mary's School, Windermere.

Priority

If the school reaches its planned admission limit within any of these criteria then, for those in that criteria, priority will be given to those who live nearest to the school, that distance being measured in a straight line on a map from the front entrance of the middle block to the child's home address.

Samuel King's School

School Address Church Road. Alston, Cumbria CA9 3QU

Telephone [01434 381 236](tel:01434 381 236)

Email alstonoffice@alston.cumbria.sch.uk

Website www.alstonmoorfederation.org.uk

Head Mr Rob Dawson

Status Foundation

Age Range 11 to 16

DfE Number 4011

Published Admission Number 22

Number on Roll 112

Admission Arrangements 2027: Please contact the school

Settlebeck School

School Address	Long Lane, Sedbergh, LA10 5AL
Telephone	01539 620 383
Email	office@ss.changinglives.education
Website	www.settlebeck.org
Head	Mrs Sarah Campbell
Status	Academy
Age Range	11 to 16
DfE Number	4060
Published Admission Number	44
Number on Roll	203

Admission Arrangements 2027: Please contact the school or Academy Trust

St Bernard's Catholic High School

School Address	Rating Lane, Barrow in Furness, LA13 0NY
Telephone	01229 814 560
Email	contact@stbernardsschool.uk
Website	www.stbernardsschool.uk
Head	Mr D Vince
Status	Academy
Age Range	11 to 16
DfE Number	4634
Published Admission Number	170
Number on Roll	620

Admission Arrangements 2027

Oversubscription Criteria

1. At any time where there are more applications for places than the number of places available, places will be offered according to the following order of priority:
2. Catholic looked after and previously looked after children.
3. Catholic children who attend a Catholic primary school.

Remember the deadline 31 October 2026

Transfer to Secondary School in Westmorland and Furness September 2027

4. Other Catholic children.
5. Other looked after and previously looked after children.
6. Catechumens and members of an Eastern Christian Church.
7. Children of other Christian denominations and children of other faiths whose membership is evidenced by a minister of religion or other religious leader.
8. Children who currently attend a Catholic primary school.
9. Children of staff at St Bernard's Catholic High School who have been employed at the school for two or more years at the time of application, or who are recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.
10. Any other children.

Within each of the categories listed above, the following provisions will be applied in the following order:

- Where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school, the application will be placed at the top of the category in which the application is made.
- The attendance of a brother or sister at the school at the time of enrolment will increase the priority of an application within each category so that the application will be placed at the top of the category in which the application is made after children in (i) above.

Tie Break

Priority will be given to children living closest to the school determined by the shortest distance. Distances are calculated using the local authority's computerised system and will be to the nearest entrance on the school site. The route will be the shortest walking route by road as identified by GIS at that time

Ullswater Community College

School Address Wetherirggs Lane, Penrith, CA11 8NG

Telephone [01768 210 206](tel:01768210206)

Email admin@ullswatercc.co.uk

Website www.ullswatercc.co.uk

Head Mr Stephen Gilby

Status Foundation

Age Range 11 to 18

DfE Number 4310

Published Admission Number 300

Number on Roll 1499

Admission Arrangements 2027

Where there are more applications than places available, entry to all year groups will be prioritised using the criteria below. They will be applied in conjunction with explanatory notes 1 to 3, which form part of the policy.

1. Children looked after and children who were previously looked after
2. Children living in the catchment area who have brothers or sisters in the school at the time of admission
3. Other children living in the catchment area giving priority to those living closest to the school, measured by the shortest walking route by road
4. Children living outside the catchment area who have brothers or sisters in the school
5. Children living outside the catchment area, giving priority to those who live closest to the school, measured by the shortest walking route by road

Applications will be prioritised on the above basis. An exception will be made under the Authority's policy for the education of children with special needs where a child holds an Education, Health and Care Plan naming the school. Irrespective of the criteria, the child will be admitted as in these circumstances the Governors have a statutory duty to admit the child concerned.

Ulverston Victoria High School

School Address Springfield Road, Ulverston, Cumbria LA12 8EA

Telephone [01229 483900](tel:01229483900)

Email enquiries@uvhs.uk

Website www.uvhs.uk

Head Mr M Hardwick

Status Community

Age Range 11 to 18

DfE Number 4152

Published Admission Number 186

Number on Roll 1308

Admission Arrangements 2027: This is a community school, so the LA's admissions policy applies

Remember the deadline 31 October 2026

Walney School

School Address Sandy Gap Lane, Barrow in Furness, LA14 3JT

Telephone [01229 471528](tel:01229 471528)

Email office@walney.cumbria.sch.uk

Website www.walneyschool.org.uk

Head Allison Redshaw

Status Academy

Age Range 11 to 16

DfE Number 4003

Published Admission Number 180

Number on Roll 473

Admission Arrangements 2027

Admission criteria, which will be applied to all applications for a place at Walney School if applications exceed the Published Admission Number, are:

First

Looked after children, previously looked after children and children who were previously looked after but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order)."

Second

Children whose sibling attends Walney School at the time of the admission (this includes step siblings, foster siblings, adopted siblings and other children living permanently at the same address).

Third

Children living in the catchment areas of South Walney Junior School, Vickerstown School, Barrow Island Community Primary School and St Columba's Primary School. Children living in the catchment area of other Barrow primary schools, provided that Walney School is their nearest secondary school.

Fourth

Children of current employees of Walney School (in 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 b) the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage).

Fifth

Other children.

Priority

If the school reaches its planned admission limit within any of these criteria then, for those in that criteria, priority will be given to those who live nearest to the school, that distance being measured in a straight line on a map from the front entrance of the school to the front door of the house.

However, a child will be admitted where, under the LA's arrangements for the education of children with special needs, a child holds an Education Health and Care Plan, which names Walney School.

Further Help and Advice

Help with Education, Health and Care Plans (EHCPs)

If your child has an Education Health Care Plan the school application and placement process will be dealt with by the Westmorland and Furness Special Educational Needs Team.

Most children with an EHCP can, with appropriate support, have their needs met in their local school. Occasionally, a child's needs are such that they can only be met at a particular type of school. This may, for example, be a school with a specialist Resourced Provision or a special school.

Where a child has an EHCP, you have the right to request a particular school is named in Section I of the EHCP. The Local Authority will consult this school, and where a mainstream setting can meet your child's needs, we will also consult with your closest mainstream school. It is the Local Authority's responsibility to offer your child a place in a school that is best able to meet their needs.

If your child already has an EHCP your preferred option will be discussed with you at the Phase Transfer review that will take place during the year prior to transferring to a new school. This will happen in the Summer term of Year 5 or the Autumn term of Year 6 and we will ask you to tell us your preferred school early in the Autumn term, following the secondary school open evenings. We also ask that you apply through the standard Admissions process, so that we can make sure that all the teams in the LA know your parental preference. We will amend your child's Plan, consult with schools and if your child is due to transition in September 2027, you should receive a finalised EHCP naming the setting that your child is to attend by 15 February 2027.

If your child is currently undergoing an EHC needs assessment you should follow the normal admissions process and if it is decided that it is necessary to issue a Draft EHCP then your case coordinator will contact you to discuss your school preference prior to the EHCP being finalised.

If you need further information about the school named in your child's EHCP or about how to request a particular school you can contact the Westmorland and Furness Special Educational Needs and Disability Team on the following number 01229 407403 or email send.waf@cumbria.gov.uk or send@westmorlandandfurness.gov.uk

Special Educational Needs and Disabilities Information, Advice and Support Service (SENDIASS)

The Westmorland and Furness Special Educational Needs and Disabilities Information and Support Service (SENDIASS) offers free, up to date information, impartial advice and practical support to parents/carers of children with special educational needs/disability. For further information please visit the [Westmorland and Furness SEND IAS Service](#).

Free School Meals

If your child is transferring to secondary school (Year 7) and you are in receipt of qualifying benefits, you may be eligible for Free School Meals.

Please Note: The eligibility rules are changing from September 2026. To check the new criteria, apply or for further information, please visit the Westmorland and Furness Council website section for [free school meals and clothing vouchers](#).

Home to School Transport

From September 2027, Westmorland and Furness Council's policy changes:

Transport will only be provided for pupils to their nearest suitable school if they meet the eligibility criteria. Careful consideration should be made of transport implications if applying to any other school as parents/carers will be responsible for all transport arrangements.

Local authorities must provide free home to school transport for pupils of compulsory school age who attend the nearest suitable school and meet the following requirements:

- Live more than the statutory walking distance from that school, or
- Could not reasonably be expected to walk to that school because of their special educational needs, disability, or mobility problem, even if they were accompanied by an appropriate adult, or
- Would not be able to walk to that school in reasonable safety, even if they were accompanied by an appropriate adult
- For some pupils there are extended rights to free travel to school for children from low-income households

The statutory walking distance is defined as two miles for a child under the age of eight years and three miles for children aged eight and over. This distance is measured along the shortest available route along which a child, accompanied by an adult if necessary, may walk in reasonable safety.

For children are of secondary school age (eleven to sixteen) and are in receipt of targeted free school meals or the parents/ carers are in receipt of Universal Credit, they are eligible for free transport as follows:

- to one from the three nearest schools all of which must be more than 2 miles but not more than 6 miles from their home
- are attending their nearest faith school preferred by parents on the basis of religion and which is greater than 2 miles but not more than 15 miles from their home.

The legislation also requires local authorities to have regard to any wish of a parent/carer to have their child educated at a particular school where that wish is based on the parent's/

carer's religion or belief. In such cases, where this can be provided it would be through the purchase of a Spare Seat, unless there is eligibility under the statutory walking distance

Important information for Penrith families:

- If Ullswater Community College is your nearest school, free transport will be provided there if your child is eligible.
- If Queen Elizabeth Grammar School (QEGS) is the nearest school but your child is not offered a place, Ullswater Community College will be treated as the nearest suitable school for transport purposes.
- If your child is offered a place at QEGS, free transport will only be available if QEGS is their nearest school.

An exemption has also been approved so that Hartside and Kirkstone Passes will not be used when measuring the distance to the nearest school. For affected families, eligibility will instead be based on the nearest school in Penrith.

Unless any of the above conditions applies you should not expect to receive home to school transport for your child.

If you wish to apply for home to school transport, visit Westmorland and Furness Council's website and [apply for school transport online](#).

To check your nearest school, please use [the nearest school checker on the Westmorland and Furness Council website](#).

Admission Appeals

Who has the right of appeal?

Parents who are refused a place at their preferred school or schools are given the right of appeal to a school admission appeals panel. The panel is completely independent of the Local Authority and the school who have no say over the panel's decisions. If you are refused a place, you will receive letter that will give you further information and will explain what to do next, including who to contact and the deadline for submitting your appeal. Your appeal is likely to be heard along with all of the other appeals for that school.

Who is responsible for setting up appeals?

Individual admission authorities are responsible for making arrangements for admission appeals. For community and voluntary controlled schools, this is the Local Authority. For foundation and voluntary aided schools, free schools and academies, it is the responsibility of the governing body or academy trust. Appeals must be arranged in line with statutory requirements. In all cases the appeals panel is completely independent of the admissions authorities who have no say over the panel's decisions.

When will my appeal be heard?

Admission authorities must give anyone who wants to appeal at least 20 school days from the date of the notification that their application was unsuccessful to submit their appeal. Appeals against decisions made in the 'normal admissions round' must then be heard within 40 school days of the deadline for submitting appeals. For applications that were made by the closing date, admission authorities will usually try to ensure that the relevant independent appeals panel considers the appeal before the end of the summer term, but there are sometimes exceptions to this. Admission authorities are required to publish their appeals timetables on their websites by 28 February each year.

Who sits on an appeals panel?

Independent admission appeal panel members are trained volunteers who are completely independent of the admission authority. The admission authority has no say over their decisions. At least one of the three panel members will have a background in education. They have the services of a clerk, who provides legal advice and takes notes at the hearing. Parents can choose to attend the hearing, or have the hearing heard in their absence if, for any reason they are unable to attend.

What happens at an appeal?

At the appeal hearing, the panel will hear information from the admission authority about why the application was refused, and then need to make a decision as to whether or not the admissions arrangements were legal and correctly applied and whether or not the school would be 'prejudiced' (i.e. disadvantaged) by the admission of another child.

If the panel does decide that the arrangements were legal and applied correctly, and that the school would be prejudiced by the admission of another child, they then hear the case of the parents. They will ask questions of the parents to try to get all the information they need to make a decision as to who would suffer the greater prejudice – the school if the child were admitted, or the child and family if they were not. This is a balancing exercise – the panels look at a wide range of factors when making their decision. If they find that the disadvantage to the child and family would be greater than that of the school, then the appeal will be successful and the child will be admitted. The admission authority has no say over the panel's decisions.

How can I challenge or complain about an appeal panel's decision?

A decision of an appeal panel is binding on both the parents and the admission authority. If either side is unhappy with the decision of the panel and wants it overturned they can make an application to the High Court to judicially review the decision. The High Court will only consider such an application if the decision of the panel discloses an error of law.

If a parent is unhappy with the decision of an appeal panel, they may also complain the Local Government Ombudsman (LGO) in respect of community, voluntary controlled, foundation or voluntary aided schools. The LGO has the power to investigate alleged or apparent maladministration in connection with an appeal and can make recommendations to the local authority, including that the appeal is reheard.

In respect of academies and free schools parents can complain to the Education Funding Agency (EFA), instead of the LGO. If a school converts to an academy during the appeals process, the LGO is still able to investigate the complaint.

Where can I find out more information?

More information about appeals will be made available if you are not offered a place at your preferred schools. You can also [find information about school admission appeals on the council's website](#) or by contact the School Admissions and Appeals Team.

Useful Contact Details

School Admissions and Appeals Team

Please use the contact details below to contact the team:

- Phone [0300 303 8144](tel:03003038144)
- Email school.admissions@westmorlandandfurness.gov.uk
- Address School Admissions and Appeals, Westmorland and Furness Council, Kendal, PO Box 304, LA9 9GY
- Website www.westmorlandandfurness.gov.uk

How do I find out where the specialist services are based?

There are specialist services available to help you and your child. If you wish to find out where in your area the specialist services are based, you should contact your local Children and Families Services office, details of which are given on the Children and Families Services website.

Local Authorities neighbouring Westmorland and Furness

Families living close to the Local Authority border may wish to find out about schools in the area of their neighbouring LA. The contact details are below:

- **Cumberland Council** PO Box 462, Carlisle, CA1 9LD, Phone 01228 221582, Email school.admissions@cumberland.gov.uk
- **Durham County Council** School Places and Admissions Team, Education Durham, Children and Young People's Services, Durham County Council, PO BOX 274, Stanley, Co Durham, DH8 1HG, Phone 03000 265896, Email schooladmissions@durham.gov.uk
- **Lancashire County Council** PO Box 78, County Hall, Fishergate, Preston, PR1 8XJ, Phone 0300 1236707, Email schooladmissions@lancashire.gov.uk
- **Northumberland County Council** County Hall, Morpeth, Northumberland, NE61 2EF, Phone 01670 624889, Email schooladmissions@northumberland.gov.uk
- **North Yorkshire County Council** County Hall, Racecourse Lane, Northallerton, DL7 8AE, Phone 01609 533679, Email schooladmissions@northyorks.gov.uk

Useful Websites

Please see the list below for useful information to use when applying for a school place:

- [Department for Education \(GOV.UK\)](http://www.gov.uk)
- [Advice on Special Educational Needs \(GOV.UK\)](http://www.gov.uk)

Remember the deadline 31 October 2026

- [OFSTED inspection reports, website ofsted.gov.uk](#)
- [Information on school performance \(GOV.UK\)](#)
- [Westmorland and Furness Council schools and education service](#)
- [Information about school admissions and appeals on the council's website](#)

Data Protection

As a Data Controller, Westmorland and Furness Council processes personal data in accordance with the Data Protection Act 2018. You and/or your children have certain rights in respect of this information including requesting a copy and having inaccurate data corrected.

The information you provide on your preference form may be shared with:

- Other teams within the Children and Families Services Directorate
- Members of Parliament / Elected Members, where you have asked them to act on your behalf
- Governing Bodies of own admission authority schools
- Other local authorities

This information will be shared for the following purposes:

- To allocate a school place for your child
- To coordinate admission arrangements with neighbouring local authorities

Information you provide as part of the admissions process will not be used for additional purposes without your consent. You can find out more about how your data is handled in the council's Privacy Notice. Go to the [Westmorland and Furness Council homepage](#) and search 'Privacy'.

Translation Services

How to access this document in other formats

If you require this document in another format such as CD, Braille, large type or in another language please telephone 0300 373 3300

للوصول إلى هذه المعلومات بلغتك، يرجى
الاتصال 0300 373 3300

আপনি যদি এই তথ্য আপনার নিজের ভাষায় পেতে চান তাহলে অনুগ্রহ
করে 0300 373 3300 নম্বরে টেলিফোন করুন।

如果您希望通过母语了解此信息，
请致电 0300 373 3300

**Jeigu norėtumėte gauti šią informaciją savo kalba,
skambinkite telefonu 0300 373 3300**

**W celu uzyskania informacji w Państwa języku proszę
zatelefonować pod numer 0300 373 3300**

**Se quiser aceder a esta informação na sua língua,
telefone para o 0300 373 3300**

**Bu bilgiyi kendi dilinizde görmek istiyorsanız lütfen
0300 373 3300 numaralı telefonu arayınız**