

Admission Policy September 2026

School name	King Edward VI Northfield School for Girls
School address	Turves Green, Northfield, Birmingham, B31 4BP
Admission Number	150

Admissions policy statement	King Edward VI Northfield School for Girls is an Academy for girls aged 11-16 years.
Criteria	<p>Where the number of eligible applications for admission exceeds the number of places available at the school, places are offered as follows:</p> <ol style="list-style-type: none"> 1. Looked after or previously looked after children. 2. Children with an older sibling at the school who will still be in attendance in September of the year admission is sought. 3. Children of staff where: (a) 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; or (b) the member of staff is recruited to fill a vacant post at the school for which there is a demonstrable skill shortage 4. Children who live nearest the academy. <p>Within each of these categories, priority is given to those who live nearest the academy. Distances are calculated on the basis of a straight-line measurement between the applicant's home address and the main school building. The Local Authority uses a computerised system, which measures all distances in metres. Ordnance Survey supply the co-ordinates that are used to plot an applicant's home address and the address of the school.</p>
Children with a statement of special educational needs/EHC Plan	Where the school has been named on a child's Education, Health & Care Plan (EHCP) the child will be admitted. The naming of the school is undertaken after a statutory consultation with the school so as to consider whether the school is suitable for the child. This is not an oversubscription criterion but the Admission Number will reduce accordingly for all other applicants.
Looked after or previously looked after children	<p>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).</p> <p>A previously looked after child is a child who after being looked after became subject to an adoption, child arrangements, or special guardianship order including those 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.</p>

	In the case of previously looked after children, admission authorities may request a copy of the adoption order, child arrangements order or special guardianship order and a letter from the relevant authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.
Sibling	<p>Siblings (sisters) are considered to be those children who live at the same address and either:</p> <ul style="list-style-type: none"> i. have one or both natural parents in common; <p>or</p> <ul style="list-style-type: none"> ii. are related by a parent's marriage; <p>or</p> <ul style="list-style-type: none"> iii. are adopted or fostered by a common parent. <p>Unrelated children living at the same address, whose parents are living as partners, are also considered to be siblings.</p> <p>Children not adopted or fostered or related by a parent's marriage or with one natural parent in common, who are brought together as a family by a same sex civil partnership and who are living at the same address, are also considered to be siblings.</p>
Children of Staff	A 'child of a staff member' means their natural child, adopted child, long-term foster child, step-child (the child of their spouse or civil partner) or the child of their cohabiting partner. In all cases, the child must live at the same address as the staff member. To apply under this criterion relevant details must be included when completing the Local Authority common application form.
Shared Responsibility	Where parents have shared responsibility for a child, and the child lives with both parents for part of the week, then the main residence will be determined as the address where the child lives the majority of the week. Parents may be requested to supply documentary evidence to support the address used.
Final Qualifier	<p>In a very small number of cases it may not be possible to decide between the applications of those pupils who are the final qualifiers for a place, when applying the published admission criteria.</p> <p>For example, this may occur when children in the same year group live at the same address, or if the distance between the home and academy is exactly the same, for example, blocks of flats. If there is no other way of separating the application according to the admissions criteria and to admit both or all of the children would cause the Published Admission Number for the child's year group to be exceeded, the Local Authority will use a computerised system to randomly select the child to be offered the final place.</p> <p>In the event of this occurring with twins or other multiple birth applicants, academies will be asked to admit over their Published Admission Number to accommodate the pupils.</p>
Waiting Lists	<p>Waiting lists will not be fixed following the offer of places. They are subject to change. This means that a child's waiting list position during the year could go up or down. Any applicants will be added to the academy's list in accordance with the order of priority for offering places.</p> <p>Waiting lists will be maintained until the end of each academic year. Parents/carers will need to reapply at the start of each academic year if they want their child to be included on the waiting list where a place cannot be offered.</p>
Appeals	Parents have a statutory right of appeal if they are not satisfied with the place offered. Parents can appeal for only the preferred schools that have been

	<p>indicated on the Local Authority preference form. Appeals are administered by the Local Authority and must be lodged by a date in March or April, which will be specified in the Local Authority offer letter. Appeals are submitted online by visiting www.birmingham.gov.uk/schooladmissions Appeals are heard by a panel that is independent of the school/admission authority and the Local Authority.</p>
In Year Applications	<p>At any point from September after the pupil starts Year 7, parents may apply for a place by contacting the school directly. In-year vacancies normally only become available if a current pupil is leaving the school. Any applicant who cannot be offered a place will be added to the school's waiting list which is held in accordance with the admissions criteria above and parents will be informed of their right of appeal.</p> <p>Parents/carers will need to reapply at the start of each academic year if they want their child to be included on the waiting list where a place cannot be offered.</p>
Admission of children outside of their normal age group	<p>Summer born children who are outside the stated age group but have been taught with a younger cohort throughout primary school may be considered for admission to the school in September.</p> <p>A letter confirming the child is taught outside their normal age group and the reason(s) for this will be requested from the primary school along with any other evidence deemed relevant to each case. The Admission Authority will make a decision whether to allow an application to enter Year 7 outside their normal age group based on the circumstances of each case and will notify the parent/carer of its decision.</p>
Fair Access Protocol	<p>King Edward VI Northfield School for Girls is committed to take children via Birmingham Local Authority's Fair Access Protocol. These difficult to place children take precedence to children already on the schools waiting list.</p>