



Hartsdown
Academy

15 December 2022

Dear interested party,

RE: Consultation on admission arrangements

I am writing to notify you of the upcoming consultation on the academy's admissions policy. The consultation period will run from 15th December 2022 until 26th January 2023; during this time, interested parties are invited to express their views and any concerns about the proposed changes to the admission arrangements at Hartsdown Academy.

In accordance with the DfE's statutory 'School Admissions Code' guidance, as a school we must consult on our admission arrangements when changes are proposed, and at least once every seven years. To this end, the following amendments to our admission arrangements have been proposed:

Reduction of PAN from 180 to 150. This is being proposed due to school being significantly under PAN for the last 6 years.

A full version of the proposed changes to the admission arrangements is available to view on the [academy website](#) or in hard copy and can be requested directly from the academy. In accordance with statutory DfE guidance, the consultation will run for at least six weeks and, as an interested party at Hartsdown, we are keen to hear your views on the proposed changes; therefore, we invite you to participate in the consultation if you have any concerns regarding the matter. All responses to the consultation should be made in writing and submitted before 9:00 on 27th January 2023 to the PA to the Headteacher via email bealek@hartsdown.org or by post to: Hartsdown Academy, George V Ave, Margate, CT9 5RE

Please note that written responses should outline your personal details, including your name, address and relationship to the academy. At the end of the consultation period, the governing board will meet to consider responses and submit a final policy to the Hartsdown Academy Governors/ CAT Trustees for approval. For further information regarding the consultation process, please refer to our proposal document, copies of which can be located on the academy website or in hard copy on request from the academy. If you wish to further discuss this matter, or anything mentioned in this letter, please contact Karen Beale , PA to the Headteacher on the email provided above or on 01843 227957.

Yours sincerely,
Matthew Tate
Headteacher

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Hartsdown Academy, George V Ave, Margate, CT9 5RE T: 01843 227957 w: www.hartsdown.org e: info@hartsdown.org



Statutory consultation on the proposed reduction in Published Admission Number for Hartsdown Academy for the 2024/25 academic year

Background

The current Published Admission Number (PAN) at Hartsdown Academy is 180. This means that the number of children admitted to the school in year 7 is a maximum of 180.

In recent years, other schools have increased their PAN's and consequently, there has been a reduction in applications for Hartsdown Academy. Thanet area data, provided by the local authority, demonstrates that there continues to be an excess of places.

The school has maintained the PAN as the local authority anticipated increased housing. This housing has not occurred/not led to an increase in demand for places at Hartsdown Academy.

	Started September
2018	113
2019	115
2020	148
2021	159
2022	141

Figure 1

Hartsdown has been below its PAN of 180 for over five years (see fig 1). This has led to significant financial difficulties and an overall deficit of £1.2 million. The proposed change to the PAN will allow the school to maintain a stable financial position and provide an efficient and effective education for our students.

The School Admissions Code (2021) requires that all admission authorities consult where they propose to reduce a PAN. As the Admission Authority, Hartsdown Academy Governing Body, is seeking representations on the proposed change to the PAN for Hartsdown Academy.

In accordance with the School Admissions Code, Hartsdown Academy is consulting with key stakeholders, including:

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1. Parents of children between the ages of two and 18
2. All other Admissions Authorities within the local area
3. The Local Authority
4. Other interested parties

This will be sent to the Office of the Schools Adjudicator and the proposal will be published on the schools website.

This consultation will run for six weeks from Thursday 15th December 2022 until Thursday 26th January 2023. Stakeholders will have until 9am Friday 27th January, after which time any representations received will be considered and a report taken to Coastal Academies Trust for a decision to be made on the PAN for Hartsdown Academy.

Specific Proposal

Hartsdown Academy proposes to reduce the PAN from 180 to 150 from 1st September 2024.

This means that the maximum number of pupils intended to be admitted in Year 7 in 2024, and all subsequent cohorts, will be 150. For children who already have a place at the school in other year groups there will be no change.

Factors that have been considered when deciding to consult on this proposal include:

- A large portion of funding received by schools is directly related to the number of pupils attending the school. Too many vacancies mean that schools will not receive the maximum possible revenue. Therefore, the school is proposing to reduce the number of available places to enable the school to operate more efficiently and cost effectively.

Any representations should be made via email c/o the Head's PA bealek@hartsdown.org

Or by post to

Hartsdown Academy

George V Ave

Margate

CT9 5RE

Please note that written responses should outline your personal details, including your name, address and relationship to the academy. At the end of the consultation period, the governing board will meet to consider responses and submit a final policy to the Hartsdown Academy Governors for approval/CAT Trustees. For further information regarding the consultation or if

you wish to further discuss this matter, or anything mentioned in this letter, please contact Karen Beale, PA to the Headteacher on the email provided above or on 01843 227957.



Admissions Arrangements 2024

Secondary Transfer

- The school will act in accordance with, and will ensure that the Independent Appeal Panel acts in accordance with, all relevant provisions of the statutory codes of practice as they apply at any given time to maintained schools and with the law on admissions as it applies to maintained schools.
- Reference in the codes to admission authorities shall be deemed to be references to the governing body of the school. In particular, the school will take part in the Admissions Forum set up by Kent County Council and have regard to its advice and will participate in the co-ordinated admission arrangements operated by the Kent Local Authority.
- Hartsdown Academy has a Published Admission Number (PAN) of 150 students, to be admitted into Year 7 each year;
- Prior to the application of oversubscription criteria, students with a statement of special educational needs, which names the school, will be admitted and the published admission number reduced accordingly.
- All applications must be made via Kent Admissions. All details on how to complete applications will be found in the “Admission to Secondary School in Kent” brochure or on the KCC website: www.kent.gov.uk/schooladmissions.

Once all applications have been received, they will be sent to the school to rank in priority order, as per the oversubscription criteria below:

Oversubscription Criteria

If the number of preferences for the school is more than the number of places available, places will be allocated in the following priority order –

1. Statement of Special Educational Needs/Education, Health and Care Plan - before the application of oversubscription criteria, children with a Statement of Special Educational Need or Education, Health and Care Plan which names the school will be admitted. As a result of this, the published admissions number will be reduced accordingly.
2. Looked after children and all previously looked after children, including 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.
3. Current Family Association - a brother or sister attending the school when the child starts. In this context brother or sister means children who live as brother or sister in the same house, including natural brothers or sisters, adopted siblings, step-brothers or sisters and foster brothers and sisters. If siblings from multiple births (twins, triplets, etc) apply for a school and the school would reach its Published Admission Number (PAN) after admitting one or more, but before admitting all of those siblings, the LA will offer a place to each of the siblings, even if doing so takes the school above its PAN.
4. Health and Special Access Reasons - Medical, health, social and special access reasons will be applied in accordance with the school’s legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally this priority will apply to children whose parents’/guardians’ physical or mental health or social needs mean that they have a demonstrable and significant need to

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

5. Nearness of children's homes to school - we use the distance between the child's permanent home address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody.

The final decision is made by Kent Admissions as to the school offered but parents will have the opportunity to appeal against their decision, details of how to do this will be provided with the offer letter.

Applications for Children to be taught outside their Expected Year Group

Requests for admission outside of the normal age group should be made to the Headteacher of each preferred school as early as possible in the admissions round associated with that child's date of birth. This will allow the school and admissions authority sufficient time to make a decision before the closing date. Parents are not expected to provide evidence to support their request to defer their application, however where provided it must be specific to the child in question. This might include medical or Educational Psychologist reports. There is no legal requirement for this medical or educational evidence to be secured from an appropriate professional, however, failure to provide this might impede a school's ability to agree to deferral. Parents are required to complete an application for the normal point of entry at the same time, in case their request is declined.

Deferred applications must be made via paper to the LA, with written confirmation from each named school attached. Deferred applications will be processed in the same way as all applications for the cohort in the following admissions round, and offers will be made in accordance with each school's oversubscription criteria.

In year Admissions

Parents who wish to apply for a school place in any year group outside the normal admission round must complete a school application form. These are available online via the school website.

If a place is available at the school

- An offer letter is produced and sent to parents.
- Parents accept or refuse the place to the school within 10 school days.
- If place is accepted, a start date will be given
- If the parent doesn't reply, a chaser letter will be sent after 10 school days. If no reply after a further 5 days, the school place will be withdrawn.

If a place is not available at the school

- Refusal letter produced and sent to parents
- The School will wait for 5 days to see if a place on the waiting list is requested. The waiting list is maintained in oversubscription criteria order.
- Parents are welcome to enquire with the Academy before completing the application form as to whether there are spaces in the year group.

Post 16 Admissions Arrangements

The Sixth Form at Hartsdown Academy seeks to admit suitably-qualified students of all nationalities that are keen to develop their 21st Century skills and global competencies on a daily basis within a rigorous academic environment. The school's admissions policy is to conduct its admissions on a fair and non-discriminatory basis, adhering to the admission criteria. We are looking to create a post 16 community that will be united by a common goal of developing the attitudes and interpersonal skills required for successful learners worldwide – that is, students who are collaborative, internationally-minded and able to engage meaningfully in independent inquiry. The school continually seeks to improve accessibility in relation to EAL, special educational needs and disabilities.

Admissions Criteria

Hartsdown Academy seeks applications from students who can demonstrate they possess the appropriate levels of academic readiness, as well as the excellent attitudes and interpersonal and academic skills required for successful learning in the school. Hartsdown expects that students will have had a good attendance and disciplinary record.

Hartsdown Academy's IBCP

Students should have Grade 5 in Maths and English and 3 other GCSEs grades 9-4 or equivalent and have the academic, social and emotional potential to make positive contributions to the school community.

Vocational Certificate

The Vocational Certificate is a bespoke course aimed at students who are working towards level 2 and would like to ultimately progress to a level 3 course or work based training. It combines work experience with vocational qualifications along with mathematics and English and is tailored to the individual aspirations or educational needs. Students should have at least 3 GCSEs or equivalent Grade 9-1.

Application

In order to achieve the highest possible chance of a place in the Sixth Form for September start, applications must be made through Kent Choices:

If you are in year 11 in a Kent school you will receive login details in November. If you have not received them please ask your school (do not self-register).

If you are in year 11 at an independent school or a school outside Kent you can self-register directly on the UCAS progress website. (<https://www.ucasprogress.com/search>)

As applications are received, you will be invited into the school to discuss the choices you have made and offers made as appropriate. Individual appointments can be made if young adults are unable to access this site.

Offers and Appeals

Offers will be made on the basis of predicted performance at GCSE, with the requirement that the above grades are achieved in the final examinations prior to entry to the Sixth Form to study the IBCP and the student's chosen subjects being accommodated on the timetable, in feasible group sizes.

All offers made during Year 11 are conditional on students meeting the grade criteria specified and will only become firm offers upon confirmation of actual GCSE results. Offer letters will be made before the end of May. Offers will be confirmed once the school has been notified of GCSE results in August.

Parents have a statutory right of appeal, should an application for a place be refused, by writing to the Clerk to the Governors, care of the school.

Late applications will be considered if places in appropriate subjects are still available after all other applicants have been considered.