



## **IN YEAR ADMISSION TO PEACEHAVEN COMMUNITY SCHOOL 2026-2027**

### **STATEMENT OF PEACEHAVEN COMMUNITY SCHOOL'S POLICY FOR ADMISSIONS**

Peacehaven Community School is an Academy and therefore the Governing Body is the Admission Authority and responsible for operating Peacehaven Community School's admission policy. This document explains how Peacehaven Community School Governors operate their admission policy for in-year admissions.

### **PROCEDURE FOR APPLYING FOR A PLACE AT PEACEHAVEN COMMUNITY SCHOOL**

An in-year admission is any admission that takes place outside the main Secondary School admission procedures that occur at 11 years of age for entry into Year 7. All in-year applications to Peacehaven Community School must be made through the Local Authority's on-line application system called the Schools Admission Module (SAM) which Peacehaven Community School accesses on a regular basis. Peacehaven Community School will notify the parent in writing (or email) as to whether there is a place available for their child. In the event of a place not being available, the parents are informed in the same letter or email of the procedure for being placed onto the waiting list and also, if they wish to appeal the decision, how to go about this process. Peacehaven Community School also notifies the Local Authority of the outcome of each application.

### **WAITING LISTS**

Peacehaven Community School maintains a waiting list for each year group which only includes the children whose parents have contacted the school directly asking to be placed on it. These waiting lists are cleared at the end of the Christmas, Easter and Summer terms and parents are informed of the need to contact the school again should they wish their child to be kept on it. If a place becomes available Peacehaven Community School will notify the family whose child is top of the waiting list.

### **OVERSUBSCRIPTION CRITERIA**

The waiting list is kept in order of our published over-subscription criteria and it is likely that a child's position on the list will move as other children are added or removed. These oversubscription criteria are as follows:

- 1) **Looked after children and children who were looked after**, but ceased to be so because they were adopted (or subject to residence orders or special guardianship orders) immediately following being looked after\*.
- 2) **Children who live in the community area and are siblings\*\* of students who attend the school, and will still be attending when the child starts.**
- 3) **Children who live in the community area**
- 4) **Children who live outside the community area and are siblings\*\* of students who attend the school, and will still be attending when the child starts.**
- 5) **Children living outside the community area**

**All children whose Education, Health and Care Plan (EHCP) names the school will be admitted and so the oversubscription criteria are irrelevant in their case.**



**TIE BREAK:** If there are more applicants who qualify under an oversubscription criterion than places available, place allocation will be decided on the basis of home to school distance, measured in a straight line. This will be measured from the address point in the school (supplied by Ordnance Survey) to the address point in the family home. Distances will be measured on behalf of the Local Governing Body by East Sussex County Council, using the Geographical Information System (GIS).

If applicants cannot be prioritised by distance, i.e. the distance from the home to the school is equal for multiple applicants, this will be resolved by random allocation. This process will be independently verified.

## **ADMISSION NUMBERS**

The Published Admission Number (PAN) for Peacehaven Community School is 180 for each year group. This figure is the maximum number that Peacehaven Community School can admit given the physical size of the school and the structure of the school curriculum. Parents have the right to state a preference for Peacehaven Community School and the Governors are obliged to meet parent's wishes, unless to do so would be prejudicial to efficient education or the efficient use of resources. Where it is not possible to comply with a stated preference parents can request that the School Admission Appeal Panel consider the matter.

## **Prejudice to efficient education**

The Governors of Peacehaven Community School have considered the implications of admitting more children to the year group than the published admission number. To admit an additional child in a large school such as Peacehaven Community School, the Governors have to weigh up the advantage to the individual child against the disadvantage to existing children resulting from:

- Oversized teaching groups and therefore the quality of teaching and learning in the group overall. In certain subjects there are also health and safety implications.
- Undue pressure on the school's limited accommodation by enlarged class sizes

## **Prejudice to the efficient use of resources**

The Governors of Peacehaven Community School have also considered the implications with regard to the resourcing of the school whereby to admit further students to Peacehaven Community School will be prejudicial to the efficient use of resources:

- Where admission numbers have already reached the intake level where the school has been staffed to
- Where the school has reached the capacity of accommodation available and other schools in the area have spare capacity

The arrangements for the admission of children to Peacehaven Community School have been made in accordance with the requirements of legislation and therefore comply with the School Admissions Code December 2021.