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Benedict Academy
Breakwater Academy

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Hawkes Farm Academy

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High Cliff Academy
Park Academy
Peacehaven Heights Academy
Phoenix Academy

Telscombe Cliffs Academy
Tudor Academy
Turnham Academy
Westbridge Academy
White House Academy



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CEO: Mr P Glover
CFOO: Mr B March

15 November 2022

Dear All,

Proposed changes to the admissions arrangements for Peacehaven Heights Academy (the 'Academy') and Telscombe Cliffs Academy (the 'Academy') part of STEP Academy Trust ('STEP') for entry in September 2024

STEP Academy Trust is the Admission Authority for all of the academies in our Trust.

We, the STEP Board of Trustees, are proposing to make changes to Peacehaven Heights Academy and Telscombe Cliffs Academy's admissions arrangements for entry in September 2024 and are seeking your feedback in respect of the proposed changes in line with the Admissions Code of Practice 2021 (the 'Code').

We would like your views on a number of proposed changes to our admission arrangements. This document sets out:

- What we are consulting on and why;
- Who we are consulting with;
- The consultation timetable;
- How to submit your views.

What is this consultation about?

We are consulting on making the following changes to the admissions arrangements for Peacehaven Heights Academy and Telscombe Cliffs Academy.

We have included:

Proposed new Admissions Policies for admission to Reception Year in September 2024 for Peacehaven Heights Academy and Telscombe Cliffs Academy.

1. Oversubscription Criteria

The changes being proposed for the Academy's oversubscription criteria for the 2024 intake can be summarised as follows:

Peacehaven Heights Academy and Telscombe Cliffs Academy	
2023 Intake	2024 Intake
1) Looked after and previously looked after children	1) Looked after and previously looked after children
2) Children who will have a brother or sister at the school at the time of admission (or linked junior school) at the time of admission and who live at the same address, within the predefined community area	2) Children with a medical need to attend the academy
3) Other children living within a predefined community area	3) Children with a sibling at the academy
4) Children who will have a brother or sister at the school at the time of admission (or linked junior school) at the time of admission and who live at the same address, outside the predefined community area	4) Children eligible for Early Years Pupil Premium who attend the Academy's nursery
5) Other children	5) All other children The order in which places will be allocated in the categories above will be by reference to the distance the child lives from the Academy in accordance with our below 'Distance Measuring' section, with those living closest to the Academy receiving highest priority.'

2. Peacehaven Heights Academy and Telscombe Cliffs Academy were under the Local Authority until 1 February 2022 when they became part of STEP Academy Trust. The statutory timetable within the Code provides for admission arrangements to be determined some eighteen months before children are admitted, which means that East Sussex County Council had already determined the admission arrangements for the September 2023 intake before Peacehaven Heights and Telscombe Cliffs became STEP Academies on 1 February 2022.

Now that STEP is the admission authority for Peacehaven Heights Academy and Telscombe Cliffs Academy, we propose to change the admission arrangements to bring them in line with all other STEP academies which have been tried and tested over recent years, using much simpler criteria which is fair, reasonable, transparent and easier for parents to understand. Within each of the oversubscription categories, places are allocated by reference to the distance between the child's home address and the academy, ensuring that those living closer to the academy receive higher priority. STEP believes that no child should lose out on a place to a child living further away in the same oversubscription category.

2.1 Children with a Medical Need

The criteria within this category makes it clear that only children with a compelling reason for attending that particular academy, and no other school or academy, because of their own or their parent's medical need, will meet the criteria. Children who come under this category are given the highest priority (after looked after and previously looked after children) over and above all other children. A compelling reason will no longer be based on social need or inconvenience. This change is being made because this category has been found to be open to misuse by parents who simply prefer their children to be admitted to that academy, rather than there being a compelling reason why this is absolutely necessary. Those who express a preference for their child to attend the academy will be considered within the next applicable criterion. It has been made clear that the necessary supporting medical evidence must be provided on or before the application deadline for the child to fall within the category – failure to do so will result in the child being placed in the next category that applies. This is to ensure that the admission process runs smoothly. There must be a clearly stated cut-off point to ensure that the admissions process is fair to all children. We have assessed this proposal and consider this amendment to be fair and reasonable in the circumstances.

2.2 Clarification on Definition of Sibling

We have included children of cohabiting partners who have been cohabiting for at least one year within the definition of "sibling". The purpose behind this amendment is to ensure that couples who have chosen not to get married are not disadvantaged; however, the purpose of the one year cohabitation condition is aimed at preventing possible abuse of this criterion by parents looking to obtain a higher priority for a child's admission at the Academy on the basis of proximity of the child's home address (as defined by this policy). We have assessed this proposal and consider this amendment to be fair and reasonable in the circumstances.

2.3 Addition of Children Eligible for Early Years Pupil Premium who attend the Academy's Nursery

The reason for Category 4 is to encourage, in particular, the parents of disadvantaged children who are eligible for Early Years Pupil Premium to take advantage of nursery education for their children at the academy's nursery, which will improve their education, provide continuity for them throughout their early years and help them to settle into Reception Year faster, where they do not already have a sibling at the academy. As the number of children attending the academy's nursery is less than the number of places in Reception Year, this will not mean that parents will feel obliged to send their child to the academy's nursery in order to achieve a place in Reception Year at the academy, and that places remain available for other local children. We have assessed this proposal and consider this addition to be fair and reasonable in the circumstances.

2.4 Definition of "Child's Home Address"

The definition makes it clear and makes parents aware that they may be required to provide documentary evidence and/or the times that the child has spent at the home address in a three month period immediately preceding the application deadline. The reason for this amendment is to try to prevent fraudulent address claims made by parents looking to obtain a higher priority for a child's admission at the Academy on the basis of proximity. We have assessed this proposal and consider this addition to be fair and reasonable in the circumstances.

2.5 Distance Measuring

The way in which distance will be measured has been simplified and made clearer. Distance will be measured in a straight line measurement from a point at their home address which is pre-defined by the local authority's distance measuring software to the same point at the academy, and that all children living within a multi-dwelling block will be regarded as living an equal distance from the academy, with the tie breaker being applied. STEP has noted that some local authorities give priority to children based on how near they live in a building to the ground floor or, in some cases, based on their name in alphabetical order, and does not agree that this is a fair way to determine which children will achieve

places. Random lottery is, in STEP's view, the only fair way to determine this where children live at different addresses within the same building, as is the case with children who do not live in the same building but just happen to live exactly the same distance from the academy. We have assessed this proposal and consider this amendment to be fair and reasonable in the circumstances.

Proposed arrangements

The Academy's proposed Admission Policy for entry in September 2024 and accompanying documents are available on the Academy website and on the STEP Academy Trust website: <https://www.stepacademytrust.org/admissions/>

For a paper copy of the arrangements or if you have any questions relating to this consultation, please contact the Trust directly: admissions@stepacademytrust.org.

Who is involved in the consultation?

We will be consulting with various groups in accordance with the Code; to include:

- parents of children in the locality of the Academy between the ages of two and eighteen;
- other persons in the area who in the opinion of STEP have an interest in the proposed arrangements;
- all other admission authorities within the local area;
- the local authority; and
- any adjoining neighbouring local authorities.

When is the consultation?

The consultation period will open on 15th November 2022 and will end on 28th December 2022. If you would like to comment on the consultation, you must submit your response during this period.

How to participate in this consultation

Written feedback can be sent in the following ways:

- by email to: admissions@stepacademytrust.org. Please note 'Peacehaven Heights Academy/Telscombe Cliffs Academy Admissions Consultation 2024/2025' in the subject header;
- by letter addressed to: Cheryl Gilbert, STEP Executive Secretary, STEP Academy Trust, Gonville Road, Thornton Heath, Surrey, CR7 6DL.

All responses received by the end of the consultation period will be carefully considered, further to which, we will:

- decide on the Academy's admission arrangements for the school year 2024/2025;
- notify you and all appropriate bodies of the outcome; and
- publish the new admission arrangements on the Academy website by 15 March 2023.

If you would like this document in a different format or if you have a question about any aspect of these arrangements, please contact admissions@stepacademytrust.org or write to: Cheryl Gilbert, Executive Secretary, STEP Academy Trust, Gonville Road, Thornton Heath, Surrey, CR7 6DL.