

Title	Proposed Change to the Admission Policy: Cippenham School
Prepared by	Jem Shuttleworth - Legal, SEND and Governance Director
Date	Thursday 19th December 2024



Dear Stakeholders

The Elliot Foundation Academies Trust (TEFAT) is now consulting on the Admission Policy for Cippenham School for the 2026/27 academic year.

The School Admissions Code (2021) states that when changes are proposed to admission arrangements, all admission authorities must consult on their admission arrangements that will apply for admission applications the following school year.

Proposed Change

The sole change that we are proposing is to reduce the Published Admissions Number (PAN) for YrR from 150 (x5 form entry) to 120 (x4 form entry) from September 2026.

The reason for this change is that neither current nor future application numbers indicate the need for a PAN of 150 pupils. Over the last three years the number of applications for Reception have been lower than the 150 places on offer. The total number of children attending the school is reducing and is predicted to continue to fall in the coming years.

Reducing the PAN enables the school to consolidate, plan staffing and resources accordingly and thereby allow the school to run more efficiently. This in turn enables those pupils on roll to receive the best possible education.

It is recognised that such a reduction would reduce the number of places available both at a school and Local Authority level. It is clear though from the Local Authority provided data that there would still be sufficient capacity in YrR across local schools over the forecast period.

The draft policy is available on the school website and on the Trust website [here](#) with the proposed change highlighted in yellow. Hard copies are also available on request at the contact details below.

Submitting Feedback

Comments on the policy and proposed change should be submitted either by email or post;
Email - Jem.Shuttleworth@elliottfoundation.co.uk

Post - TEFAT, 140 York Way, London N1 0AX

The consultation will run for 6 weeks from 19th December 2024 to 30th January 2025.

Please ensure that all comments are received by 30th January.

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Next steps

The TEFAT Board will consider all responses to the consultation. It will then decide whether to implement the changes. If approved, the changes will be introduced for September 2026 entry.