

28 November 2023

**Formal consultation on admission arrangements for 2025/26**

In accordance with the requirements of the current legislation, I write to provide you with the details of the Admission Arrangements and criteria, which Shoeburyness High School, Thorpedene Primary School, Bournes Green Junior School, Bournes Green Infant School, Richmond Avenue Primary and Nursery School and Hinguar Community Primary School will apply to applications for the admission to 2025/26.

In accordance with the DfE's 'School Admissions Code', as a school we must consult on our admission arrangements either when any changes are proposed, and/or at least once every seven years.

To this end, the following amendments have been proposed:

- Changes to the oversubscription criteria to include children of staff
- Changes to the oversubscription criteria to include children attending school based nursery provision
- Changes to the Published Admission Number (PAN) at Bournes Green Junior school to revert back to a PAN of 66.

In accordance with statutory DfE guidance, the consultation will run for at least six weeks and, as an interested party, we are keen to hear your views on the proposed changes; therefore, we invite you to participate in the consultation and to make any comments or observations to me in writing during the period 4 December 2023 to 5pm Friday 22 January 2024.

Applications for admission to the school must be made in accordance with the co-ordinated admission scheme operated by the child's home local authority. For children resident in Southend-on-Sea this is published in the Primary Admissions Booklet available on the website of Southend-on-Sea Borough Council. Our proposed admission arrangements are provided in appendix 1.

Responses to the consultation must be in writing to the Trust by email to [Admin@secat.co.uk](mailto:Admin@secat.co.uk) or by post to Admissions Consultation Response, SECAT, SECAT House, Delaware Road, SS3 9NP

Yours sincerely

*Ben Stickley*

Ben Stickley  
CEO

