

**Proposal:**

*The Harefield Academy has now begun the formal process to reduce the number of places from September 2020 and wishes to consult with you on this proposal. The Academy Trust is proposing to reduce the Pupil Admission Number (PAN) from the current 150 per year group to 90 pupils per year group.*

*In addition The Academy proposes to limit applications to its boarding facility to those students who are in the sixth form such that applications for residential placements will only will be considered for those entering Years 12 or 13.*

The School Admissions Code 2014 sets out a requirement for all Admission Authorities to undertake statutory consultation where they propose a variation to the Published Admission Number (PAN) of a school.

The Schools Admissions Code (para 1.43) states that the extended consultation must take place between 5<sup>th</sup> December 2018 and 16<sup>th</sup> January for 6 weeks. The earliest any changes to PAN could take effect is September 2020.

The purpose of this extended consultation is to ensure transparency and openness on the contents of a proposal and allow parents, carers and other interested stakeholders to make a representation that will be considered as part of the determination of the proposal.

**Reasons for the proposed change:**

**The following factors have been taken into account:**

- Pupil numbers in our key feeder Junior school are forecast to decrease.
- Reducing the PAN will assist The Academy to provide stability in its long-term planning and allow the school to secure high quality educational outcomes for the students currently on role, while continuing to provide an appropriate number of places for future pupil numbers in line with demand.
- It will improve stability by reducing the likelihood of excessive in-year admissions who may not be best suited to the placement.
- Reduced numbers will enable us to know our students even better, thus facilitating continuing school improvement.
- The absence of specialist funding and subsequent changes to a specialised sports provision have resulted in the majority of students in its boarding facility being aged 16-18. After consulting on an alternate use of the boarding provision and having reviewed stakeholder feedback in this regard, the most appropriate way forward to address the falling numbers will be to specialise in the area of strength.
- By enabling a boarding provision where students reside with similar aged peers on similar programmes of study, The Academy will be assisted in ensuring financial efficiency and sustainability, as well as high quality care of boarding students.

### Timetable:

We will be consulting with all of our stakeholders from 5<sup>th</sup> December 2018 until 16<sup>th</sup> January 2019. Following the consultation, Governors will meet to consider the views and make a decision on whether or not to proceed with the proposal.

If you have any comments you wish to make in respect of this proposal could you please forward them to [Headteacher@theharefieldacademy.org](mailto:Headteacher@theharefieldacademy.org)

During this statutory consultation period we want to seek representations from:

- Parents and Carers of children already attending the school
- School staff
- Trade Unions
- School Governors
- Local Primary Schools
- Relevant Local Authority Departments
- Social care

### Timetable for the consultation period

5 <sup>th</sup> December 2018	Start of consultation
16 <sup>th</sup> January 2019	End of consultation period/Deadline for submitting representations to The Academy Trust
17 <sup>th</sup> January 2019 – 1 <sup>st</sup> February 2019	Analysis of consultation representations and preparation of information to be considered by The Academy Trust
6 <sup>th</sup> February 2019	Meeting of The Academy Trusts' decision panel to consider representations and agree future arrangements.
w/c: 25 <sup>th</sup> March 2019	Academy Trust to present the consultation outcomes and the decision to The Harefield Academy Governing Body.
23 <sup>rd</sup> April 2019	Variation report and recommendations arising from the consultation forwarded to the Schools Adjudicator for their consideration and approval.

### What happens next?

In March 2019 The Academy Trust, as the Admissions Authority for The Harefield Academy, will consider the results of the extended consultations and make a final decision on the proposed in-year variation of the published admissions number for 2020/21. Should the proposal to reduce the published admission number be agreed, information on the consultation and a request for an **In Year Variation for Admissions in 2020/21** will be sent to the Offices of the Schools Adjudicator for their approval.

### When would any changes come into effect?

If a decision to reduce the PAN for The Harefield Academy to 90 and limit applications for boarding to Years 12 and 13 is agreed and approved, the arrangements would be introduced from September 2020 entry onwards.

### **How to Respond**

This extended consultation will run from 5<sup>th</sup> December 2018 until 16<sup>th</sup> January 2019.

You are invited to submit representations in writing about the proposal above to The Academy Trust. You can email your representations to [Headteacher@theharefieldacademy.org](mailto:Headteacher@theharefieldacademy.org)

All representations must be received by 16<sup>th</sup> January 2019. Representations received after this specified time and date will not be considered.