

# **Peacehaven Community School**

## **Admissions Policy - Determination For the School Year 2026/27**

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## **Introduction**

Peacehaven Community School is part of Swale Academies Trust, and therefore the Local Governing Body at Peacehaven Community School Swale Academies Trust is the admission authority for the school.

### **1. Admission Number**

There is no proposed change to the admission number. The Local Governing Body has agreed the Published Admission Number (PAN) of 180 for Year 7.

### **2. Application process**

Main Round Applications, for the September 2026 intake for the Academic year 2026/2027 must be made using the East Sussex County Council's application procedure. Parents can apply online at [www.eastsussex.gov.uk](http://www.eastsussex.gov.uk) , or a paper form is available upon request from the East Sussex County Council Admissions and Transport Team at the address below.

Completed paper applications should be returned to:

The Admissions and Transport Team,  
PO Box 4, County Hall, St Anne's Crescent,  
Lewes, East Sussex, BN7 1SG

**The closing date for Year 7 applications is 31 October 2025.**

### **3. Finding a school place for a child with special educational needs or disabilities (SEND)**

If your child has special educational needs and or disabilities and has an Education, Health and Care Plan (EHCP) talk to your SEN Caseworker about which school you would like your child to attend and they will explain the next steps. For more information, [Click here](#)

#### Autistic Spectrum Condition (ASC) and Speech, Language and Communication Needs (SCLN) provision

Peacehaven Community School is commissioned by the local authority to manage a special facility for students who have an EHCP with a primary need of autism and/or speech, language and communication needs. Places are allocated to the facility directly by the local authority, in consultation with the school and the parents/carers. If your child has an EHCP and you are interested in applying for a special facility placement, speak to the APO in the first instance.

**All children whose Education, Health and Care Plan (EHCP) names the school will be admitted.**

#### **4. Oversubscription Criteria.**

If there are more applications than places available at the school, the criteria below will be used to determine which children are offered the available spaces, and will be applied in the following order of priority:

- 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**

\*A 'looked after child' is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services function at the time of making an application to a school (see section 22(1) of the Children Act 1989). Children accommodated under section 20 of the Children Act 1989 are included in this priority. Previously looked after children are children who were looked after but ceased to be so because they were adopted or became subject to a Child Arrangements Order or special guardianship order. This may include children previously in state care outside the UK

\*\*Children are "siblings" if they are full, step, half, adopted or fostered brothers or sisters living permanently at the same address. The school reserves the right to ask for proof of relationship such as a birth certificate and proof of residence

#### **Tiebreaker**

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.

#### **Twins/Children from Multiple Births.**

Where the admission of twins, or all siblings from a multiple birth would cause the school to rise above its Planned Admission Number, these twins or all of the siblings will be admitted.

## If your child lives with parents or carers with shared parental responsibility

Where a child lives with parents or carers with shared parental responsibility, each for part of the week, the school place will be allocated based on the address at which your child spends the majority of weekday nights during term time. This is the address that you should use on your application. For the avoidance of doubt, weekday nights are Sunday-Thursdays as being the days on which a child will leave for school from that address.

### All applications please note:

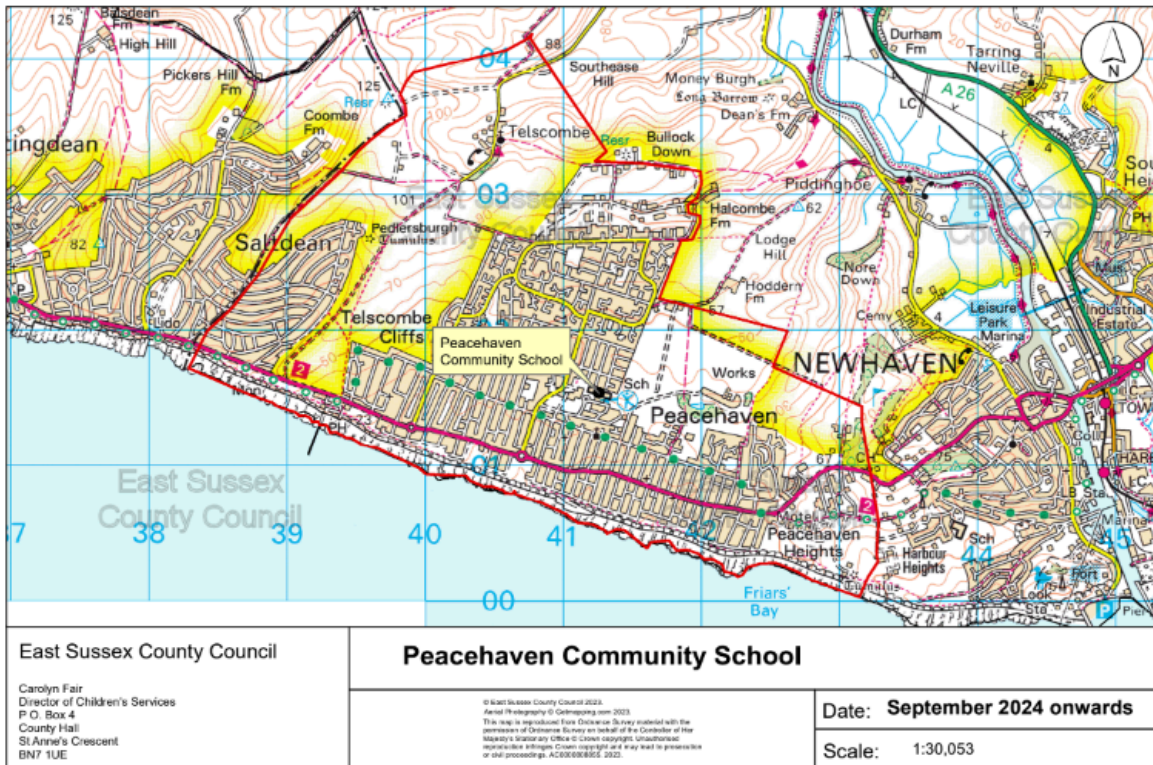
The Local Governing Body reserves the right to withdraw the offer or a place if an application has been made which is fraudulent or intentionally misleading and which has effectively denied a place to another child.

## 5. Late Applications

Any application that arrives after the closing date of 31 October 2025 for entry in September 2026 will be dealt with after the main allocations have been made. These late applications will be placed on the waiting list for Year 7. At this point the oversubscription criterion applies and the applicant at the top of the waiting list will be offered a place should one become available.

## 6. The Community Area.

The Community Area for the school is attached.



## **7. Waiting Lists**

Where the school receives more applications than there are places available, the school will operate a waiting list for unsuccessful applicants to any year group.

Waiting lists will be ordered according to the Oversubscription Criteria within the Admissions Policy – an applicant's position on the waiting list may change according to students being added or removed from the waiting list.

Waiting lists will be automatically cleared three times a year after the Christmas, Easter and Summer terms. You will need to contact the school in order to stay on the list.

## **8. Applications for 'In Year Admissions'**

Admission to other year groups (Years 8-11) will be considered based on the Published Admissions Number (PAN) for that year.

The coordination of admissions for in year applications will be determined by Peacehaven Community School. Applications must be made using the East Sussex County Council's application procedure. Parents can apply online at [www.eastsussex.gov.uk](http://www.eastsussex.gov.uk), or a paper form is available upon request from the East Sussex County Council Admissions and Transport team at the following address; The Admissions and Transport Team, PO Box 4, County Hall, St Anne's Crescent, Lewes, East Sussex, BN7 1SG

## **9. Applications Out-of-Chronological Age Group**

In rare circumstances, parents/carers may choose to seek a place for their child outside of their chronological age group for a variety of reasons

These applications should be made through the same process set out in this policy for both 'normal round' and 'in-year' applications. However, in addition to the standard application form, further documentation should be provided to support the request for a place out of the chronological year group. This applies regardless of whether it is for a higher or lower year group.

## **10. Right of Appeal**

There is a right of appeal to an Independent Appeals Panel for unsuccessful applicants relating to school admissions at age 5 (statutory school age) or above. Details on Admissions Appeals can be found in the Admission Appeals Code <https://www.gov.uk/government/publications/school-admissions-appeals-code>