



Educate  
Together

**Redfield ET Primary School  
Admissions Policy Public Consultation Report  
January 2025**

# Executive Summary of the Consultation Report

## 1.1 Foreword

The Admissions Code 2014 states that where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. If no changes are made to admission arrangements, they must be consulted on at least once every 7 years. Consultation must be for a minimum of 6 weeks and must take place between 1 October and 31 January of the school year before those arrangements are to apply.

Redfield Educate Together Primary, part of Educate Together Academy Trust (ETAT), consulted on their proposed admission arrangements for the 2026-27 school year and beyond between 2nd December 2024 and 20th January 2025

This public consultation took place to ensure all ETAT schools are operating to the same admissions criteria, in accordance with the Trust's equality principles in addition to complying with the Admissions Code 2014 requirement for consultation when changes are proposed. The Trust believe the new policy, presented in this consultation, provides fair access to our schools and clarifies the Trust's position without making significant changes to our existing policy.

Included in the consultation were parents and families at the school, staff and the Local Governing Board, parents at local nurseries and surrounding schools. The Local Authority was also invited to comment.

Activities prior, during and following the consultation are detailed in this report. The Policy resulting from this consultation is now finalised and published on the school's website and through the Local Authority.

## 1.2 Statutory Consultation

1.2.1 As part of the school's obligation to consult on changes to its Admissions Policy, the school undertook a public consultation between the 2nd December 2024 and 20th January 2025. In addition to being required, under the Admissions Code 2014, Educate

Together Academy Trust is committed to meaningful engagement with parents, residents and stakeholders at the school.

## **2. The Consultation Timeline: an outline**

### **2.1 Overview of formal consultation process**

Stage 1: The Draft Admissions Policy, based on the existing ETAT Admissions Policy, was approved by the Trust Board on 17<sup>th</sup> October 2024

Stage 2: On Monday 2<sup>nd</sup> December 2024, the Public Consultation went 'Live' with documents available on the school's website and emails sent out to key stakeholders.

Stage 3: Public Consultation finished on 20<sup>th</sup> January 2025. Feedback was collated and submitted to the Trust Board in the week beginning 20<sup>th</sup> January, with trustees approving the revised policy before it was adopted by the Local Governing Board on at their meeting on 5<sup>th</sup> February 2025

The trustees considered all feedback, sought clarification from key personnel and before approving the final policy on 21<sup>st</sup> January 2025

The completion of this consultation and resulting policy were communicated to staff internally on 24<sup>th</sup> February. The Local Authority received the new policy on the 24<sup>th</sup> February 2025 and websites were updated with the new information and this report on the 24<sup>th</sup> February 2025

### **3.2 Key consultation methods:**

3.2.1 Website: a consultation page was launched for the duration of the consultation period. This page included the proposed new policy, the reasons for the proposed changes and contact email and address for feedback.

3.2.2 Schools email: An email was sent to all surrounding primary schools in the area, in addition to the Local Authority's Admissions Team.

3.2.3 Nurseries email: local nurseries and other pre-schools were sent an email with the consultation document and links, asking if they would disseminate amongst the parents at their setting, who will be considering their child's school place within the next two years.

3.2.4 Emailed letter to parents: existing parents at the school were sent an email or app message with a letter attachment, explaining the changes proposed along with a copy of the new policy and directions for how to comment. Hard copies were made available at the main office, upon request.

3.2.5 Publication of the consultation report – this report will be published online to allow stakeholders to view the results of the consultation process.

## **4. Consultation feedback**

### **4.1 Availability of information**

As described above, the draft policy, explanation of changes and contact information was available through email links, the schools' website, and through direct letters to specified groups. Hard copies were available upon request.

### **4.2 Stakeholder Feedback: respondents and comments**

*See Appendix 1*

### **4.3 Changes and conclusion**

The three changes that were agreed following the consultation were made in all school admissions policies and were approved **by the Trust Board on 21<sup>st</sup> January 2025**. The individual school policies were then adopted by the Local Governing Boards at their Term 3 meetings, in time to meet the statutory deadline for 2026/27 of 28<sup>th</sup> February 2025.

**Janet Bremner**  
**Governance Officer**

## Consultation Feedback received

School	Feedback	Response
Mulberry Park and Somerdale	<p>In the proposed policies for Mulberry Park Educate Together Primary and Somerdale Educate Together Primary under 5.5 you have the following.</p> <p>‘Distance’ means the distance drawn in a straight line between the centre point of the home address to the centre point of the school.</p> <p>If the Local Authority Admissions Team are calculating your home-to-school distances which we can do at no additional cost to you, please ensure that you are using the correct wording. i.e. In all cases, distances will be measured in a direct line from the address point of the child’s home address to the address point of a school as defined by the Local Land &amp; Property Gazetteer (LLPG). Measurements will be determined using the Local Authority’s GIS computerised mapping system.</p>	Agreed and the policy changed accordingly.
Parklands	<p>Section 2.1 – we would recommend adding the National deadline date of 15 January. This date is the same every year.</p> <p>Section 3.2 – mentions children with an EHCP. We would suggest expanding this wording to explain this is for children with an Education Health Care Plan and that the child has a significant level of need where a school has been named in a separate process.</p>	Both points agreed and the policy changed accordingly.
	<p>We would like to express our disagreement with the oversubscription criteria outlined in paragraph 4. Specifically, we propose that subsections 2 and 3 be swapped. As a new school with local housing developments still in progress, it is imperative for us to prioritise offering places to children residing in our local area, rather than to siblings who may live outside this area.</p>	As the change proposed is a material change it cannot be considered as part of this consultation. It will therefore be considered by the Trust Board and, if they agree, it will need a separate consultation for the school year 2027/28.