The Whitstable School

Bellevue Road | Whitstable | Kent | CT5 1PX
T: 01227 931300
E: tws_admin@swale.at
www.thewhitstableschool.org.uk
Headteacher: Mr A Holmes BA (Hons), MA, NPQH

30 September 2025

The trustees of the Swale Academies Trust and the Governors of The Whitstable School are seeking views on a proposal to reduce the Published Admission Number (PAN) of The Whitstable School, Bellevue Road, Whitstable, Kent CT51PX. by decreasing the PAN from 210 places to 190 places from September 2027.

To: Parents, Staff, Local Community, Other Admission Authorities, and All Interested Stakeholders

Why are we consulting on proposals for The Whitstable School?

Kent County Council (KCC) as the Local Authority has a statutory duty to ensure sufficient school places are available. The County Council's Commissioning Plan for Education Provision in Kent 2025-29 is a five-year rolling plan which is updated annually. It sets out their future plans as Strategic Commissioner of Education Provision across all types and phases of education in Kent. A copy of the commissioning plan can be found on the following website:

https://www.kent.gov.uk/education-and-children/schools/education-provision/commissioning-plan-for-education-provision

Primary - Year R Surplus/Deficit Capacity if No Further Action is Taken

Planning Group name	2023-24 capacity	2023-24 (A)	2024-25 (F)	2025-26 (F)	2026-27 (F)	2027-28 (F)	2028-29 (F)	2029-30 (F)	2030-31 (F)	2031-32 (F)	2032-33 (F)	2033-34 (F)	2033-34 capacity
Canterbury City	465	22	46	20	21	35	44	55	68	84	104	125	480
Marshside	119	0	14	22	7	4	5	5	4	3	1	-1	120
Bridge, Barham and Adisham	105	3	2	-9	-5	-9	-11	-13	-15	-17	-19	-22	105
Littlebourne and Wickhambreaux	30	0	-3	-4	-2	-5	-6	-6	-6	-7	-8	-8	30
Chartham and Petham	75	6	16	17	9	16	17	18	18	18	18	17	75
Whitstable	360	77	115	76	94	123	126	129	129	129	128	126	330
Herne Bay	390	22	65	56	60	90	91	90	89	85	82	77	390
Canterbury	**1,544**	**130**	**254**	**177**	**183**	**253**	**266**	**278**	**288**	**296**	**305**	**315**	**1,530**

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It is anticipated that there will be a significant medium-term to long-term surplus of Primary places within Whitstable. As a consequence, The Whitstable School will not be able to recruit to its full PAN of 210. Therefore, Swale Academies Trust will apply to reduce the PAN to 190 so that the school can ensure effective long term planning for staffing allocation to support viable budget forecasting.

A Sustainable, Quality-Focused Future

This PAN reduction is not a response to constraint alone; it is also about aspiration. A PAN of 190 allows The Whitstable School to:

- Eliminate non-standard classroom spaces for large classes at Key Stage 3 and 4.
- Preserve teaching quality across all year groups.
- Maintain financial and staffing stability.
- Respond responsibly to demographic patterns.
- Deliver a better, more consistent student experience.

How can I give my views?

There are a number of ways to give us your views on this proposal:

- A 'drop-in' information session is being held at The Whitstable School, Bellevue Road, Whitstable, Kent CT51PX on 3 November 2025, 5.30 pm to 6.00 pm. This provides an opportunity to ask questions and complete a response form.

- By sending the response form by post to:The Chair of Governors c/o The Whitstable School, Bellevue Road, Whitstable, Kent CT51PX.

- Hand your response form in at the school office. All written responses need to be received by midnight on 14 November 2025

- By emailing: TWS_admin@swale.at

What happens next?

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Following the consultation, all comments and views received will be considered before the Academy Trust and Governing Body make a final decision. If they decide to proceed, a business case will be submitted to the Department for Education (DfE) for approval.

We would like your views on the admissions arrangements from September 2027

You can have your say by:

- Emailing us at TWS_admin@swale.at
- Completing the attached response form and sending it to the Chair of Governors at The Whitstable School (you can hand the completed form into the school office).

The closing date for sending in a response is 14th November 2025.

Yours Sincerely

Mr A Holmes
Headteacher

The Whitstable School

Swale ACADEMIES TRUST

Admissions Policy 2027

Equalities Statement

In our Trust we work to ensure that there is equality of opportunity for all members of our community who hold a range of protected characteristics as defined by the Equality Act 2010, as well as having regard to other factors which have the potential to cause inequality, such as, socio- economic factors. For further information, please see our Equalities Policy.

Document Management

Date Approved:
Date Reviewed:
Next review date:
Approved by:
Responsible for review:

The Whitstable School

Swale ACADEMIES TRUST

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Admission to the September 2027 Year 7 entry

Numbers Admitted

The Published Admissions Number for the school is 190

Applications for Admission

A. Applications for admission to The Whitstable School should be made on the Local Education Authority's "Common Application Form." The "Common Application Form" should be returned to the Local Authority by the agreed published date.
B. Pupils wishing to apply for a special aptitude place will be required to complete a "Supplementary Information Form" available from the school. The deadline for returning the completed form will be the same date the "Common Application Form" needs to be returned to the Local Authority.
C. Parents who wish to request their child to be taught outside of their normal age group, must apply in writing to the Headteacher stating their reasons for the request.
D. The Governors will follow the Local Authority's timetable for applications.
E. In the event of the school being over-subscribed, all applications for admission will be considered according to the criteria set out below.
F. The Local Authority will contact parents on the agreed published date advising them whether or not they have been allocated a place for their child at The Whitstable School. Parents have to accept the offer of a place by the agreed published date.

Late Applications

A. The deadline for the return of the "Common Application Form" is the agreed published date.
B. Late "Common Application Forms" received by the Local Authority after the published return date, but before the published end of scheme date will be dealt with.

Criteria for Admissions

On behalf of the Governing Body, this is the responsibility of the Headteacher and Admissions Leader, in consultation with the KCC.

In line with KCC's policy, the Governing Body supports the following criteria when determining admissions:

- Children in Care
- Current Family Association
- Health & Special Access Reasons
- Nearness of children's homes to school
- Special Educational Needs

Nearness of children's homes to school - we use the distance between the child's permanent home address (defined in KCC's annual admissions prospectus) and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point. Distances are measured from a point defined as within the child's home to a point defined as within the school as specified by NLPG. The same address point on the school site is used for everybody. When we apply the distance criterion for the school, these straight-line measurements are used to determine how close each applicant's address is to the school. Where applications are made from properties or abodes that are not registered to the NLPG, including new build properties, KCC may be required to use planning sites or other relevant coordinates. In exceptional circumstances where alternative coordinates are not available, measurements will be determined by a Senior Admissions Officer and confirmed by the Head of Service.

In Year Admissions

"Common Application Forms" received by The Whitstable School after the agreed published date, and also applications for places in year groups other than the normal year of entry, will be treated as "in year admissions". The School will send the form to the Local Authority along with their decision on the application. The School will also notify the parent of their decision at the same time. If the parent is refused a place they will be advised of their right of appeal. The school reserves the right to refuse placement on Specific Grounds for Behaviour: The School Admissions Code (specifically paragraph 3.10) allows an admission authority to refuse if there is good reason to believe the child may display challenging behaviour. The Code defines it as behaviour that:

- Would be unlikely to be responsive to the usual range of interventions to help prevent and address pupil misbehaviour.
- Is of such severity, frequency, or duration that it is beyond the normal range that schools can tolerate.
- Would significantly interfere with the pupil's/other pupils' education or jeopardise the right of staff and pupils to a safe and orderly environment.

Oversubscription

Before the application of oversubscription criteria, children with a statement of special educational need which names the school will be admitted. As a result of this, the published admissions number will be reduced accordingly.

Oversubscription Criteria KS3 & 4

Where applications for admission exceed 190, the following criteria will be applied, in the order set out below, to decide which children to admit:

1. **Looked After Children and previously Looked After Children.** 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 functions (see the definition in Section 22(1) of the Children Act 1989) at the time of making an application to a school. A previously looked after child means such children who were adopted (or subject to child arrangements orders or

special guardianship orders) immediately following having been looked after and those children who appear to the admission authority to have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care outside of England if they were in the care of or were accommodated by a public authority, a religious organisation, or any other provider of care whose sole or main purpose is to benefit society.

2. **Applicants who have a brother or sister attending the school when the child starts**. In this context brother or sister means children who live as brother or sister in the same house, including natural brothers and sisters, adopted siblings, step-brothers or sisters and foster brothers and sisters.
3. **Children of staff**, where the member of staff has been employed at The Whitstable School on a permanent contract for 2 years or more or has been recruited to fill a post for which there is a demonstrable skills shortage.
4. **Applicants who can demonstrate a special aptitude in Music, Dance, Drama or Art** (up to a maximum of 10% of places in all). Applicants under this criterion must complete a Supplementary Information Form (Appendix 1) so that evidence can be reviewed by an independent panel.
5. **Health and Special Access Reasons** - Medical, health, social and special access reasons will be applied in accordance with the school's legal obligations, in particular those under the Equality Act 2010. Priority will be given to those children whose mental or physical impairment means they have a demonstrable and significant need to attend a particular school. Equally, this priority will apply to children whose parents'/guardians' physical or mental health or social needs means that they have a demonstrable and significant need to attend a particular school. Such claims will need to be supported by written evidence from a suitably qualified medical or another practitioner who can demonstrate a special connection between these needs and the particular school.
6. **Any other children** - Within criteria 1, 2, 4 and 5 children will be prioritised based on their distance to the school. The distance is measured between the child's permanent address and the school, measured in a straight line using the National Land and Property Gazetteer (NLPG) address point data. The same address point on the school site is used for everybody. A pupil's home address is considered to be a residential property that is the child's **only or main residence** and not an address at which your child might sometimes stay or sleep due to your own domestic or special arrangements. The address must be the pupil's home address on the day you completed your application form and which is either;

- Owned by the child's parent, parents or guardian, OR
- Leased to or rented by the child's parent, parents or guardian under a lease or written rental agreement.

If you live separately from your partner but share responsibility for your child, and the child lives at two different addresses during the week, we will regard the home address as the one at which the child sleeps for the majority of weekdays.

In the unlikely event that two or more children in all other ways have equal eligibility for the last available place at the school, the names will be issued a number and drawn randomly to decide which child should be given the place. This process will be independently verified.

Special Aptitude Places

The school will reserve up to 10% of the places each year for pupils with a special aptitude for Music, Dance, Drama or Art. Pupils are ranked according to the evidence provided by an independent panel and may be invited to a meeting if further clarification of standards is needed.

Supplementary Information Form (SIF)

A Supplementary Information Form is required **only** from parents who seek one of the special aptitude places. These are submitted to the school at the same time as the Common Application Form is sent to the Local Education Authority.

After a place has been offered the school reserves the right to withdraw the place in the following circumstances:

A. When a parent has failed to respond to an offer within a reasonable time; or
B. When a parent has failed to notify the school of important changes to the application information; or
C. The Admission Authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

Waiting List

Parents of children who have not been offered a place at the school may ask for their child's name to be placed on a waiting list. The waiting list, which will be maintained until the end of Term 2 in accordance with the Secondary Transfer Arrangements, will be operated using the same admissions criteria as above. Placing a child's name on the waiting list does not guarantee that a place will become available. This does not affect the statutory right to appeal.

Appeals against the Decision not to Offer a Place at the School

On the agreed published date parents will be notified by the Local Education Authority that they are being offered a place at the allocated school. This letter will give information about their statutory right of appeal.

Admission to a Year Group Outside Normal Age Range

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 (e.g. the child is summer-born, is considered gifted and talented, has experienced problems such as ill health, or has had an interrupted education through residency abroad).

The decision to admit a child out-of-year group is rare. It will always be made on the basis of the unique circumstances for each specific case and what is best for that individual child. The decision will be made by the Headteacher of the school and will take into account the parents'/carers' views, expert advice from relevant social, educational and medical professionals, whether the child has previously been educated out of their normal age group, the long-term impact of the decision on the child.

Applications for a child to be admitted to a year group outside of their chronological age group 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 chronological year group. This applies regardless of whether it is for a higher or lower year group. The Headteacher may request additional information after the submission of an application for an out-of-year group place, if necessary.
Each application will be considered on the individual circumstances of each case. Applicants will be notified in writing of the decision.

Sixth Form Admission Arrangements September 2027

The Whitstable School has a mixed Sixth Form. All students in Year 11 are eligible to apply for a place in the Sixth Form, subject to entry requirements of the courses. Applications from external students are welcomed. The maximum role for our sixth form is 100 for Y12 and 100 for Y13. This includes a maximum of 20 for the level 2 pathway in each year group.

Admission criteria to Sixth Form are as follows:

1. Availability of a suitable course.
2. For admission to Level 3 courses (AS, A2, BTEC, AAQ) five GCSE grades 9 to 4 are normally required including English and Maths
3. For admission to Level 2 courses references and the educational record are normally required.
4. Some courses of study have particular subject requirements (see prospectus)
5. All external students are interviewed

Offers will be made on the basis of predicted performance at GCSE, with the requirement that the grades are achieved in the final examinations prior to entry to the Sixth Form to study Level 3 courses and the student's chosen subjects being accommodated on the timetable, in feasible group sizes.

All offers made during Year 11 are conditional on students meeting the grade criteria specified and will only become firm offers upon confirmation of actual GCSE results. Offer letters will be made before the end of May 2026. Offers will be confirmed once the school has been notified of GCSE results in August 2026.

Parents have a statutory right of appeal, should an application for a place be refused, by writing to the Chair of Governors, care of the school.

Places will firstly be offered to Looked After Children and previously Looked After Children as defined in the oversubscription criteria.

Pupils are admitted to the Sixth Form subject to the following:

- a formal application by pupil and parent and a pupil interview to determine the courses to be studied;
- availability of a specific course or combination of courses;
- minimum entry requirements for specific courses, as published in the schools prospectus and Kent Choices

Please note that the Governors reserve the right to withdraw courses if there is insufficient student demand.

After a place has been offered, the school reserves the right to withdraw the place in the following circumstances:

A. When a parent or student has failed to respond to an offer within a reasonable time; or
B. When a parent or student has failed to notify the school of important changes to the application information; or
C. The admission authority offered the place on the basis of a fraudulent or intentionally misleading application from a parent.

Late applications will be considered if places in appropriate subjects are still available after all other applicants have been considered.

A waiting list will be held, ranked according to the oversubscription criteria.

Appendix 1 – Supplementary Information Form

The Whitstable School

Supplementary Information Form (SIF) for September 2027 Year 7 Admissions - Special Aptitude places

This form does not constitute a valid application. You must complete the relevant KCC Application Form (SCAF or IYCAF) if you wish your child to be considered for a place at The Whitstable School.

The following sections should be completed (in block capitals), and returned to the school by **31st October 2026** to notify us that you are applying for a Special Aptitude place. This form should be sent to: Admissions, The Whitstable School, Bellevue Road, Whitstable CT5 1PX or emailed to tws_admin@swale.at.

Child's Surname:	
Child's Forename:	

Child's Date of Birth:	
Permanent Home Address:	
Parent / Carer Name(s):	
Telephone:	
Email:	
Special Aptitude Place (please select):	Art ☐ Dance ☐ Drama ☐ Music ☐
Reason for application (include relevant qualifications; applicants specific interest and skill in art; if any instrument is played and what grade; if the applicant is a member of a dance school, drama club or choir and the name of the organisation). An audition/interview date will be arranged.	
Declaration:	I confirm the information supplied is true and accurate.
Parent / Carer Signature:	
Date:	

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The Whitstable School Consultation

Please complete this response form and return:

- By email it to us at tws_admin@swale.at
- Sending it to the Chair of Governors at The Whitstable School (you can hand the completed form into the school office).

Please return no later than 14th November 2025

Do you agree with the proposal to decrease the PAN at The Whitstable School from 210-190

☐ Yes ☐ No ☐ Undecided

Which of the following best describes you?
Please indicate as appropriate ✓

- **Parent/Carer of a child attending The Whitstable School**
- **Parent/Carer of a Pre-School aged child**
- **Member of Staff at The Whitstable School**
- **A Governor at The Whitstable School**
- **Another Local Secondary School or Admissions Authority**
- **A primary school**
- **Other**

If 'Other', please state interest: _____

Name: _____

Address: _____

_____

Artsmark Gold Award Awarded by Arts Council England

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The Academy Trust is a data controller under the General Data Protection Regulation (GDPR) and will comply with the requirements of these at all times. We will ensure that your personal information is processed fairly and lawfully and, in this instance, used only for the purpose of validation, which will enable a fair and just consultation.

Comments: