



2nd October 2023

Dear Parents and Carers

We are writing to notify you that we are proposing to change the schools Determined Admission Arrangements for September 2025. In view of this, we are launching a consultation on our school's admissions arrangements, and we would like to hear your views and any concerns you may have about the proposed changes. In line with the 'School admissions code', this consultation will run for six weeks, from 2nd October to 13th November 2023. We are committed to ensuring our admissions arrangements continue to be open and fair, and we welcome your input as a valued member of our community.

To this end, the following amendments to our admissions arrangements have been proposed:

Criteria 4. in our oversubscription criteria will change as follows:

multiple birth children where Cliffe Woods Primary School is the nearest school to the child's home will be removed,

and will be replaced with the following:

Children of staff in either or both of the following circumstances:

- a. where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made,
- b. and/or the member of staff is recruited to fill a vacant post in the school for which there is a demonstrable skill shortage for the requirements of the post.

This is to ensure that our admission arrangements are in line with other schools within the Aletheia Academies Trust. It also is to be proactive in terms of recruitment and retention of excellent staff, in a time of a nationwide recruitment issue. This will help ensure we have the best candidates apply for any future positions at our school.

A full version of the proposed changes to the admissions arrangements and the rationale behind these proposed changes is available at <https://www.cliffewoods.medway.sch.uk/> alongside the draft Admissions Policy. You can also request a hard copy from the school office at Cliffe Woods Primary School, View Road, Cliffe Woods, Rochester, Kent ME3 8UJ, or on 01634 220822.

Responses should be made in writing and can be delivered either in paper form to Cliffe Woods Primary School, View Road, Cliffe Woods, Rochester, Kent ME3 8UJ, or submitted electronically to admin@cliffewoods.medway.sch.uk

Your response must outline your name, address and relationship to the school in order to be considered. If you have any trouble with responding to the consultation, or require accessibility adjustments to access any of the information, please let us know on admin@cliffewoods.medway.sch.uk, we will be happy to help. All responses to the consultation should be received before 11:59pm 13th November 2023. Due to the need for us to consider the responses and make changes as necessary, we will unfortunately be unable to consider

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responses received after this time. After the close of the consultation, the admissions authority will meet to consider all of the responses. The outcome of the consultation will be published on the school website as soon as possible once we have reached a decision, and the final admissions arrangements will follow shortly after. Hard copies of the final arrangements and consultation outcome will be made available upon request to all respondents of the consultation.

If you want to discuss anything in this letter further, please contact Karen Connolly, on headteacher@cliffewoods.medway.sch.uk

Yours sincerely

A handwritten signature in black ink, appearing to read 'Ket Connolly'.

Mrs K Connolly
Head of School