



**Sandfield Primary School, Stoke Road, Guildford, Surrey, GU1 4DT**  
**Tel: 01483 566586**

22<sup>nd</sup> October 2021

Dear Stakeholders

**Consultation on Admission Arrangements for Athena-GEP Trust  
Sandfield Primary School 2023-2024**

Sandfield Primary School is consulting on proposed changes to admission arrangements for September 2023. This is in line with changes being made to Voluntary and Community Schools by Surrey County Council.

For September 2023, Sandfield Primary School is proposing to remove use of 'nearest school' as an oversubscription criterion in its admission policy. The removal of use of 'nearest school' makes the admission arrangements for the school simpler and more transparent as it enables every family to understand how their application will be considered and prioritises children based on their proximity to the school. This criterion will be based on straight line distance from the child's home address to the school.

Reasons for reviewing use of 'nearest school' within the admission arrangements are as follows:

- 'nearest school' is measured in a straight line from the child's home address. In this way, although this may be used to prioritise applicants, it does not necessarily reflect the school that is nearest by walking or road route or the one that is easiest for the child to get to
- having a school as a 'nearest school' does not guarantee admission
- the majority of schools do not give priority to children based on whether it is a child's nearest school

**Why we are consulting**

We have a statutory duty to consult on admission arrangements if we intend to make a change. The changes being proposed are as follows:

**Sandfield Primary School** - Removal of priority for children who have the school as their 'nearest school'

The Headteachers and Governing Body support this proposed change. The criteria would therefore be:

1. Looked after and previously looked after children
2. Exceptional circumstances
3. Siblings
4. Children of staff of Sandfield Primary School
5. Any other Applicant (with priority being based on the straight line distance from the child's home address to the school)

**Headteacher: Mrs Kate Collins**

Email: [reception@sandfield.surrey.sch.uk](mailto:reception@sandfield.surrey.sch.uk) Website: [www.sandfield.surrey.sch.uk](http://www.sandfield.surrey.sch.uk)

A member of Athena-GEP Ltd Farnham Road, Guildford, Surrey, GU2 4LU  
Company limited by guarantee - registration 08303773 (England & Wales)



Full details of the Surrey County Council consultation and the changes being proposed are available at [www.surreysays.co.uk](http://www.surreysays.co.uk).

### **How can I respond to the consultation?**

The consultation on the admission arrangements for Sandfield Primary School and the proposed changes will run from 9:00am on Friday 22nd October 2021 until Friday 3<sup>rd</sup> December 2021. If you would like to take part please complete an online response form at [Consultation on the Admission Arrangements for Sandfield Primary School for September 2023](#). Alternatively, if you would prefer to respond on a paper form, please contact the school directly at [reception@sandfield.surrey.sch.uk](mailto:reception@sandfield.surrey.sch.uk) to request a copy. Please note that only response forms which are fully completed with the respondent's name and address will be accepted.

### **What happens next?**

After the closing date, responses will be collated and presented to the Governors of Sandfield Primary School by 14<sup>th</sup> January 2022. The Governors will decide whether to proceed with the proposed changes as well as determining the admission arrangements, for which no changes are proposed, during a meeting on 25<sup>th</sup> January 2022. Once determined the final admission arrangements for Sandfield Primary School 2023-2024 will be placed on the school website at <https://sandfield.surrey.sch.uk/policies/>.

Yours sincerely,



Ms Melanie Hancox  
Chair of Governors for Sandfield Primary School