

4 November 2022

Dear Parent/Carer

Consultation on admission arrangements

I am writing to notify you of the upcoming consultation on the academy's admissions policy. The consultation period will run from **4 November 2022** until **16 December 2022**; during this time, parents are invited to express their views and any concerns about the proposed changes to the admission arrangements at **Open Academy**.

In accordance with the DfE's 2021 statutory 'School Admissions Code' guidance, as an academy we must consult on our admission arrangements at least once every seven years, and when changes are made, other than rolling forward dates and deadlines for the admissions process.

The policy has been created to reflect the Diocese of Norwich Education and Academies Trust's (DNEAT's) role as admissions authority for Open Academy. For this reason, a consultation is currently being held to meet the academy's statutory duty.

In accordance with statutory DfE guidance, the consultation will run for six weeks and, as an interested party at **Open Academy**, we are keen to hear your views on the proposed policy; therefore, we invite you to participate in the consultation if you have any concerns regarding the matter.

All responses to the consultation should be made in writing and submitted before **midnight on 16 December 2022** to:

Hannah Monk, Head of Governance: hannah.monk@donesc.org

Please note that written responses should outline your personal details, including your name, address and relationship to the school. You are also encouraged to provide feedback on Norfolk County Council's website here: <https://www.norfolk.gov.uk/education-and-learning/schools/school-admissions/norfolk-admission-arrangements>

At the end of the consultation period, the Trust Board will consider the responses. The outcome of the consultation will be published on the school website as soon as possible following a decision being reached by the board. Hard copies of the final report will be made available on request to all respondents of the consultation.

The full Admissions Policy can be located on the school website or in hard copy from the school office. If you wish to further discuss this matter, or anything mentioned in this letter, please contact on 01603 481640 or office@open-academy.org.uk

Yours sincerely



Jon Ford

Principal

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