

## RESPONSES TO THE CONSULTATION ON ADMISSION NUMBERS

Governors were consulted on the proposed admission numbers for their schools for 2018/19 school year. The requests of the governors and background information are provided below.

Admission numbers are set by reference to the school's net capacity. In primary schools, the net capacity is calculated on the basis of the number and size of teaching spaces designated as 'class-bases'. In secondary schools, it is based on the number, size and type of teaching spaces and the age range of the school.

The net capacity formula provides a maximum and minimum number of workplaces, to guide the setting of the admission number. The formula produces an indicated admission number. It is permitted to set an admission number higher or lower than the indicated admission number.

### a) SECONDARY

#### District 13 – Pendle

##### Colne Park High School 13107

Current Admission Number	=	186
Indicated Admission Number	=	186
Proposed Admission Number	=	186
Governors' Proposal	=	240

#### Comments made by school:

We would like to request an increase in admission numbers for 2018-19 from 186 to 240 owing to parental choice and the high number of successful Year 7 admission appeals that we have each year. We appreciate that our current Published Admission Numbers (PAN) building capacity is for an intake of 186, but over the last few years we have undertaken building work so that we now operate effectively with an intake of ~220 pupils in our current Year 7 and Year 8 cohorts. Since summer 2014 we have built additional classroom spaces within the footprint of the building to accommodate more teaching groups. Furthermore we have added an additional corridor and widened an existing corridor to safely manage the movement around the school. Health and Safety is our highest priority and is managed carefully with risks assessed regularly so, if necessary, we can adapt our daily routines.

We have a meeting on Friday 13 January 2017 with Diane McKinley, Principal Building Surveyor for Lancashire County Council (LCC) East Area, to plan further modifications to our facilities which will enable the school to cope safely and effectively with larger numbers of pupils. The average class size in Key Stage 3 is currently ~23.8 and the average size is even smaller in Key Stage 4. It is a high priority in our future curriculum structure to maintain these relatively small class sizes and we intend to appoint additional teachers to maintain our pupils to staff ratios.

**Officer Comment:**

The school currently has an Indicated Admission Number (IAN) of 186, meaning it only has enough space for 186 pupils per year. If they increased the PAN to 220 or 240 they would not have enough space for those pupils. The Net Capacity Assessments are governed by Department for Education (DfE) Guidance. The School Planning Team have to abide by this guidance and submit a return each year to DfE regarding all school's net capacity assessments.

The school's current site does not have enough space for their existing provision under Section 77. It is highly unlikely that they would be allowed to build any additional buildings on the site due to the restrictions under Section 77 of the Schools Standards and Framework Act.

**Recommendation:**

It is recommended that the school's PAN is increased to 210.

**b) PRIMARY**

**District 1 – Lancaster & Morecambe**

**Trumacar Nursery and Community Primary School 01058**

Current Admission Number	=	45
Indicated Admission Number	=	45
Proposed Admission Number	=	45
Governors' Proposal	=	60

**Comments made by school:**

As the school grows in popularity and following an admission of 75 this year, we would like to move towards an admission number of 60 over the coming years and feel that we can manage this with current capacity for the next two years. However, as this number moves through school capacity in the juniors may require extending if numbers of 60 do take up Trumacar as their school choice.

This was proposed and agreed at a full Governors meeting on 21 November 2016.

**Officer Comment:**

Previously, the School Planning Team had commissioned this school to keep their PAN at 45 but have a bulge of 30 additional pupils for one year only from Sept 2016. An expansion has been added to the school to be able to accommodate these additional pupils for one year only.

The proposal to increase the PAN permanently from 45 to 60 from Sept 2018 would:

Decrease the bulge from 30 to 15, resulting in a PAN of 60 with 15 bulge. This would result in the school not having enough space as the IAN would only be 51 with a net capacity of 375. This means there would be overcrowding at the school.

Even if the school increased their PAN to 60 with a bulge year of 15 and changed the use of some rooms to allow for additional classrooms space (e.g. Room 58 which is currently a nursery and Room 94 which is currently a nurture room) they would still not have enough space for school age pupils.

The current forecasts show there is not a requirement for additional places in the planning area the school sits in the foreseeable future.

It is unclear whether there is enough space on the site to allow for building any additional classrooms to accommodate the extra pupils under section 77. The school would not be eligible for 'basic need' monies for any future expansion work to accommodate this increase in PAN, as there is no need for additional places.

Therefore, the School Planning Team cannot support this proposal.

**Recommendation:**

It is recommended that this school's PAN remains at 45

## **District 6 – Preston**

### **The Roebuck School 06021**

Current Admission Number	=	60
Indicated Admission Number	=	55
Proposed Admission Number	=	60
Governors' Proposal	=	45

#### **Comments made by school:**

For the last several years admission numbers have been inconsistent, resulting in changes to the class structure every year. Sometimes we have been two form entry and sometimes mixed age classes.

We usually attract about 40 pupils who actively choose Roebuck as one of their choices for a primary place, but then we are topped up with pupils who do not live nearby and have not listed Roebuck as one of their choices, but their preferred schools are full. This means that as soon as the appeals process starts we have a significant number of changes as places become available in schools nearer to their homes.

This has several knock on effects:

Parents are unhappy that friendships are not secure as every year classes are mixed to match the new structure.

We allocate resources based on initial predictions which then need to be adapted throughout the year.

Our curriculum has frequent changes to ensure continuity and progression, and that all the national curriculum objectives are covered despite frequent changes to the structure.

Our staffing structure is not stable - each year we either recruit teachers or have to end the temporary contracts of good teachers,

During the year, we are allocated additional pupils which then unsettle the classes further and require a re-allocation of resources. We are an extremely inclusive school with a high number of pupils entitled to pupil premium, who have additional needs or CP cases. We welcome anyone; however it is the frequent changes which cause issues.

Currently we have 13 classes of an average of 22 – 25 pupils. This is financially unsustainable and we are currently running a deficit budget. For September 2017, we are predicting that we will have six Key Stage 2 classes, three Key Stage 1 classes and possibly two reception classes. This plan fits our current numbers.

In the long term, we want to have a stable structure for pupils, parents and staff which has a curriculum planned well in advance and which is financially viable. We are a school judged as Requires Improvement and the lack of stability was described in our report (February 2016) as a key factor in the judgement. We want our leadership focus to be on the quality of teaching and learning and not on annually reviewing and changing the structure in light of fluctuating numbers.

**Officer Comment:**

The school has an IAN of 55 which is below the PAN of 60, but has rooms which could be turned into a classroom if required. The current forecasts show that in the future substantial additional places will be required in the planning area that the school resides in, in order to meet future demand for places. However, as this is not for another few years, the School Planning Team would only support this proposal if the reduction was for a temporary period until the additional places are required and the school would agree to increase their PAN to 60 again when required.

**Recommendation:**

It is recommended that the school's PAN is reduced to 45.

**District 6 – Preston**

**Fishwick Primary School 06035**

Current Admission Number	=15
Indicated Admission Number	=15
Proposed Admission Number	=15
Governors' Proposal	=17

**Comments made by school:**

As the school has continued to grow with the opening of our two and three year old Nursery we are continuing to have a waiting list of parents wanting to send children to our school. We feel that an admission number of 17 would enable us to open an additional class further up the school. This will help us to manage behaviour better in smaller classes and allow the Junior children to be taught in classes of a similar size to the infants. It will also give us more places to offer to parents who have children who are currently in our Nursery class.

**Officer Comment:**

The school's net capacity is currently operating at the bottom of the range. If the school increased their PAN to 17 the IAN would become 17 with a net capacity of 119. Therefore the school would have enough space for the increase in pupils. The current forecasts do not show a need for additional places in the foreseeable future, but an increase of two places per year is unlikely to destabilise other schools in the planning area this schools resides in. Therefore, the School Planning Team would have no objection to this proposal.

**Recommendation:**

It is recommended that the school's PAN is increased to 17.

**District 7 – South Ribble**

**St Andrew's CE Infant School, Leyland 07015**

Current Admission Number	=	70
Indicated Admission Number	=	70
Proposed Admission Number	=	65
Governors' Proposal	=	65

**Comments made by school:**

As you will be aware, St Andrew's Church of England (CE) Infant School and Woodlea Junior School have come across an issue which has never presented itself before now. St Andrew's CE Infant School's intake number is 70. Woodlea Junior School's intake number is 65. St Andrew's CE Infant School were unaware of this as we have never passed more than 65 children onto Woodlea before.

There are 70 Year 2 children due to start Woodlea in September 2016. As there has never been an admissions form completed on transfer to Woodlea before (as stated in their policy). I currently have 70 children who assume they will automatically get a place at Woodlea Junior School. Woodlea have recently had a capacity survey done and their intake number has to remain at 65 and cannot be changed to 70.

Due to the late realisation of our situation we are requesting that the 70 children are allowed to go to Woodlea in September 2016 on the understanding that both Governing Bodies will convene meetings to review admissions criteria and application processes to ensure that this will not be an issue in September 2017 and subsequent years.

**Recommendation:**

It is recommended that the school's PAN reduces to 65.

**District 8 – West Lancashire**

**Westhead Lathom St James CE Primary School 08006**

Current Admission Number	=	12
Indicated Admission Number	=	13
Proposed Admission Number	=	12
Governors' Proposal	=	13

**Comments made by school:**

In Summer 2016, we were assessed by Kate Dewhurst, Childcare Strategy Officer in conjunction with the net capacity team, to have enough space for 26 children in a classroom that had one year group previously, Reception. Consequently, we were able to lower our intake age from four down to three and for seven sessions a week we are now able to open the classroom to a further 12 children per session in their pre-school year.

Over the space of seven sessions per week, we have got 15 children enrolled.

As the classroom has capacity for 26, as do all our classrooms (or more children than 26) we plan to increase our PAN from 12 to 13.

As school is now organised into four mixed age classes, an admissions number of 13 would be possible, practical and reduce the requirement of appeals to get into reception in the future. This is now a greater concern. As the addition of our pre-school year means that more parents are finding out about us and tell us that we will be their first choice, it is likely that we could be oversubscribed some years.

While we have the capacity it would be wrong to limit numbers to 12 and trigger more appeals. It could well be that the number of places requested dips in the future but at least the higher PAN would benefit all in those intake years when we are oversubscribed.

**Officer Comment:**

The school has enough spaces for a PAN of 13 within the school without any changes. Although there is no need for additional places for the foreseeable future in the planning area that the school resides in, an increase of one place per year is not going to have a detrimental impact on other schools in the planning area. Therefore, the School Planning Team have no objection to the proposal.

**Recommendation:**

It is recommended that this school's PAN is increased to 13.

**District 11 – Hyndburn & Ribble Valley**

**St Andrew's CE Primary School, Oswaldtwistle 11020**

Current Admission Number	=	45
Indicated Admission Number	=	42
Proposed Admission Number	=	45
Governors' Proposal	=	60

**Comments made by school:**

We have capacity initially and plans to extend as we are already outgrowing classroom space. This is because I already employ two teachers for 45, so we would have no extra staffing costs.

For the next two years we can manage in our existing building. I have a modular building planned for three years' time at a cost of £1500 per month. We will have enough classes to accommodate the extra children.

**Officer Comment:**

The school has now withdrawn this proposal.

**District 14 –Rossendale**

**Helmshore Primary School 14031**

Current Admission Number	=	58
Indicated Admission Number	=	57
Proposed Admission Number	=	58
Governors' Proposal	=	60



**Comments made by school:**

The school is over-subscribed and parents appeal successfully each year for the two additional places. I have been advised by the Local Authority that it would be advantageous to round the admission number up to 60 to strengthen our case and reduce the number of appeals.

**Officer Comment:**

The school does not have enough space for their current PAN of 58 as they have an IAN of 57. This proposal would result in further overcrowding. Therefore the School Planning Team cannot support this proposal as they have to follow DfE guidance.

**Recommendation:**

It is recommended that this school's PAN is increased to 60