

## Dear Consultee,

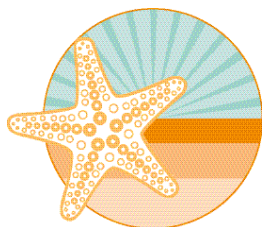
The following document outlines the proposal for a reduction in the Published Admission Number (PAN) for New Horizons Primary School with effect from September 2026. A copy of our proposed Admission Policy for September 2026 can be found [here in full](#). You are being invited to review this information and give your views via the feedback link at the end of this letter.

### 1. Background

- 1.1 The currently Published Admission Number (PAN) for New Horizons Primary School is 630. The local ward is currently projecting that the birth rate for the city will decrease over the next 5 years creating surplus places in the city.
- 1.2 Reducing the PAN will assist the Regional Governing Body in providing stability to their long-term planning while continuing to provide an appropriate number of places for future pupil numbers living in the surrounding area.
- 1.3 Although the Regulations and Code of Practice relating to school admissions no longer require an admissions authority to consult when maintaining or increasing a school's PAN, there remains a requirement to consult when the proposal is to reduce a PAN. New Horizons Primary School is part of Thinking School's Academy Trust and the school's Academic Governing Body, as the admissions authority, is seeking comments on the proposed change.

### 2. Specific Proposal

- 2.1 The Academy Governing Body propose to reduce the Published Admission Number of the school from 630 to 420 with effect from September 2026. This will then be phased in over subsequent years.
- 2.2 This means that the number of places available for children in Year R will be 60– and all subsequent Year R cohorts following this change will be 60. **This would not impact any child already on roll at the school regardless of the cohort size.** As each year group moves up, each year group will have 60 places as opposed to 90. For children who already have a place at the school in other year groups there will be no change; the admission number for all other years remain at 90 as they progress through the academy. Additionally, there are proposed changes to the over script criteria, specifically to the order of priority.
- 2.3 The rationale for this proposal:
  - Birth rate for the city is set to reduce year on year, a reduction in PAN, will result in each year group being full enabling the school to be financially sustainable.
  - New Horizons Primary School have not reached a PAN of 630 in the last 5 years.



2.4 Factors that have been considered by the Academy Governing Body in deciding to consult on this proposal include:

- The continued ability of the school to provide sufficient places for local children
- The provision of the most appropriate learning environment for all children thus facilitating continuing school improvement
- Future resource planning and management
- The capacity of the school buildings and site and resources management

### 3. Who is being consulted?

3.1 This consultation is for the specific attention of:

- Parents of children between the ages of 2 and 18
- Other persons in the relevant area who, in the opinion of the admission authority, have an interest in the proposed admissions
- All other admission authorities within the relevant area (except that primary schools don't need to consult secondary schools)
- The Local Authority (LA)

### 4. How to respond?

4.1 This consultation will run from Tuesday 10<sup>th</sup> December until Tuesday 21<sup>st</sup> January 2025. You are invited to submit comments in writing about the proposal above through the admissions consultation survey – <https://forms.office.com/e/ye0MLhkm4w>

4.2 Following the consultation period the Academy Governing Body will consider any comments received and how to proceed. Admissions arrangements for September 2026 will be determined by 27<sup>th</sup> February 2025 and any subsequent objections will need to be made to the Office of the Schools Adjudicator by email: [osa.team@schoolsadjudicator.gov.uk](mailto:osa.team@schoolsadjudicator.gov.uk) or phone: 01325 735303.

If you wish to further discuss this matter, please contact New Horizons Primary School via [office@newhorizonsprimaryschool.org.uk](mailto:office@newhorizonsprimaryschool.org.uk) or on 03333602160 (request for Gemma Muscat, Head of

School's PA)

Yours sincerely,

Mr Jack Jones, Head of School

*Making a difference together*

[www.newhorizonsprimaryschool.org.uk](http://www.newhorizonsprimaryschool.org.uk)

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