

# Consultation on PAN reduction at Highcliffe Primary

**The purpose of this communication is to provide an opportunity for stakeholder views on the change to the PAN at Highcliffe Primary, reducing from 60 to 30 per year group.**

## Background

The current Published Admission Number (PAN) at Highcliffe Primary is 60.

The head teacher and governors are proposing to reduce this to 30.

This proposal would mean that the maximum number of pupils admitted into the Reception cohort in 2026, as well as all subsequent Reception cohorts, could not exceed 30. There would be no change for children who already have a place in other year groups.

The total capacity at Highcliffe is 420, consisting of 60 places per year group, from Reception to Year 6. However, there are currently 244 children (excluding Nursery) on roll due to a fall in pupil numbers over the past 5 years.

According to Office of National Statistics (ONS) data, the number of births nationally has fallen for five consecutive years, with the total number in 2020 being the fewest since 2002. Given this decline nationally and across this area, the school does not anticipate that the number of children requiring school places will increase in the near future.

Current published forecasts indicate that the number of Reception places required will continue to fall, meaning the current surplus of Reception places at Highcliffe will increase. The forecasts for Reception places needed over the next three years at Highcliffe are all significantly below 60.

These numbers have been used to model the school budget over the next three years in order to support making an informed decision about its future. The following options have been considered:

1) Highcliffe's PAN remains at 60

Impact: Reception numbers are not forecast to reach 60, meaning the school cannot receive the maximum funding to enable two classes per year group.

Although forecasts indicate that Reception numbers will not reach 60, there would still be an expectation from the Local Authority that the school take up to this number of pupils throughout the whole intake year. This may result in a high number of in-year allocations that could potentially require changes to class organisation mid-year, which would be detrimental to the pupils and the school.

2) Highcliffe's PAN reduces to 30

Impact: The Reception cohorts forecast over the next three years are below 30. By reducing the PAN there will still be sufficient places to meet the forecasted demand.

Factors that have also been considered when deciding to consult on this proposal include:

- A substantial proportion of funding received by schools is directly related to the number of pupils on roll. Too many unfilled places mean that the school will not receive the maximum possible funding. Therefore, the school is proposing to reduce the number of available places to enable the school to operate more efficiently and cost effectively whilst not having a detrimental impact on the education it offers its pupils.
- There continues to be a falling demand for primary school places, resulting in a surplus across Redcar and Cleveland.

- The total number of pupils from Reception to Year 6 recorded by the school for the October 2024 census was 241, which is significantly below its current capacity of 420, using only 59% of this total.

The head teacher and governors believe that reducing the PAN will assist the school with providing stability long-term and allow them to deliver high quality educational outcomes for those currently on roll, as well as prospective pupils, more effectively.

The reduction of the PAN will ensure that an appropriate number of places are available for future pupils, in line with forecasts.

The School Admissions Code requires that all admission authorities consult where they propose to reduce a PAN. Highcliffe Primary are therefore seeking representations on the proposed change to their PAN.

Specific proposal: Amend the PAN from 60 to 30

Highcliffe Primary propose to reduce the PAN from 60 to 30 from 1st September 2026.

In accordance with the School Admissions Code, the school is consulting with key stakeholders, including;

- Highcliffe Primary Staff;
- Parents/carers of current pupils and prospective parents of pupils;
- All other Admission Authorities within the local area;
- Neighbouring Local Authorities;
- Trade Unions;
- Anyone else who has an interest in the proposed changes.

A copy of the proposal will be published on the school website.

This consultation will run from Wednesday 4th December 2024 to Wednesday 29th January 2025, after which time any representations received will be considered in order to make an informed decision on the PAN for Highcliffe Primary.

Any questions in relation to this consultation should be sent to the school via the school contact email address: [office@highcliffe.rac.sch.uk](mailto:office@highcliffe.rac.sch.uk)

Thank you.