


Portfolio Holder Decision

Portfolio Holder	Education
Date of decision	25/11/2022
	Signed 

1. Decision taken

The Portfolio Holder approves the commencement of a 6 week consultation on Admission Arrangements, Co-ordinated Scheme and In Year process for school admissions for the 2024/2025 Academic year

2. Reasons for decisions

- 2.1 Under the school Admission Code 2021 when changes are proposed to admission arrangements, all admission authorities must consult on their admission arrangements that will apply for admission applications the following school year.
- 2.2 Minor changes are proposed for the 2024/2025 Admission Arrangements concerning decreasing the published admission number (PAN) at four Warwickshire maintained schools to bring the PAN in line with the class organisation of those individual schools.
- 2.3 Clarification is required to the in year application process to better reflect operational changes within the admissions process.

3. Background information

- 3.1 The changes proposed reflect the current class organisation at Long Lawford Primary and Exhall Junior School to support those schools' long term financial planning along with a change at Brownsover Infant School support the existing approval by Cabinet in July 2022 to reorganise to a primary school, details are given below.

3.2 Long Lawford Primary school

Proposal to change PAN from 90 to 60

It is proposed to reduce the published admission number (PAN) from 90 to 60, subject to consultation.

Pupil forecast data suggests that while pupil numbers in the Rugby area are expected increase for key stage 2 and in secondary schools there is expected to be surplus places in reception and KS1. There have been low intakes at Long Lawford Primary School over the past few years due to parental preference in an area where surplus places are usually available in alternative schools in neighbouring planning areas. Currently both reception and year 1 have less than 60 children on roll and operate with two classes in each year group.

However, as the current PAN is 90 should either year group reach 61 children the school would be required to employ an additional teacher and operate as three smaller classes to comply with infant class size legislation, which places a maximum number of 30 children per teacher.

This change seeks to assist the school to plan for long-term stability, a consistent structure, and a sustainable financial position. Governors are concerned that operating three classes in Reception with low pupil numbers will be financially unsustainable, reducing the PAN to 60 provides greater certainty that only two classes will be required, allowing for better financial stability.

As there is no proposed reduction in the physical capacity of the school buildings the option remains for the school to increase PAN again in the future should pupil numbers increase in the local area.

3.3 Exhall Junior School

Proposal to change PAN from 60 to 45

It is proposed to reduce the published admission number (PAN) from 60 to 45, subject to consultation.

Pupil forecast data suggests that while pupil numbers in the Rugby area are expected increase for key stage 2 and in secondary schools there is expected to be surplus places in reception and KS1.

There have been low intakes at Exhall Junior School over the past few years due to parental preference in an area where surplus places are usually available in alternative schools in the area. The low intakes are mirrored in the partner infant school, Exhall cedars Infant School, which has less than 45 children on roll in each year group. Exhall Cedars infant is the direct feeder into Exhall Junior School, there are no other Infant and junior schools in the immediate local area. This change seeks to assist the school to plan for long-term stability, a consistent structure, and a sustainable financial position.

The school has confirmed they are currently organised into a Lower KS2 phase and Upper KS2 phase, consisting of six classes. There are three classes in each phase:

Lower KS2 – has three classes with mixed Year 3 and Year 4 children

Upper KS2 – has three classes with mixed Year 5 and Year 6 children

Formal reduction of the PAN to 45 will support this organisation to continue long

term reducing the overall number of classes and teachers that will be required permanently, allowing for better financial stability.

As there is no proposed reduction in the physical capacity of the school buildings the option remains for the school to increase PAN again in the future should pupil numbers increase in the local area.

3.4 Brownsover Infant School

Proposal to change PAN from 60 to 30

In July 2022 Cabinet approved the change of age range at Brownsover Community Infant School from age 3 to 7 to age 3 to 11 with effect from September 2026, to allow the school to convert from an infant school to a primary school. Consultation was previously undertaken on this change of age range ahead of the July 2022 cabinet approval. As part of this change the school's intake will be reduced from 60 to 30.

Capital funding as also approved in July 2022 to support three of the existing infant class bases being converted to accommodate KS2 children, and one further class base being delivered as part of the capital project to provide appropriate accommodation for a 210 place primary school.

In order to ensure only one class, or 1fe, of children transfer to year 3 in September 2026, when the school formally becomes a 1fe primary school, a reduction in the reception intake has been agreed by the school adjudicator for September 2023. This approval by the school adjudicator is for the intake of September 2023 only and therefore consultation is required to permanently reduce the school's intake from 60 to 30 to enable the conversion from 2fe infant school to 1fe primary school.

3.5 Senior leaders and governing bodies at all schools concerned are aware of and support the proposed changes.

4. Financial implications

4.1 None

5. Environmental implications

5.1 none

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Portfolio Holder	Portfolio Holder for Education
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Urgent matter?	<i>No</i>
Confidential or exempt?	<i>No</i>
Is the decision contrary to the budget and policy framework?	<i>No</i>

List of background papers

[Admission arrangements 2023/24](#)

Members and officers consulted and informed

Portfolio Holder – Councillor Kam Kaur

Corporate Board –

Legal – Guy Darvill

Finance – Andrew Felton

Equality –

Democratic Services –

Councillors –