

[REDACTED], Chellaston  
Infant School and Chellaston Junior School.

[REDACTED]  
[REDACTED] East Midlands Education  
Trust

Sent via email: [REDACTED]  
[REDACTED]

Team	School Organisation & Provision
Contact	[REDACTED]
Our ref	Chellaston Infant School PAN
Email	[REDACTED]
Tel	[REDACTED]
Date	21 October 2024

Dear [REDACTED]

### **Reduction in Chellaston Infant School's Published Admission Number from 90 to 60**

Thank you for consulting with Derby City Council on the proposed admission arrangements for Chellaston Infant School from 2026/27. I write regarding the proposal to reduce the Published Admission Number (PAN) of the school from 90 to 60 from 2026/27.

As you know, each local authority with responsibility for education must secure sufficient primary and secondary education to meet the needs of the population of their area, under s.13 S13A and S14 (1) Education Act 1996 (the Sufficiency Duty). Derby City Council very carefully monitors pupil numbers and trends and develops school place planning proposals in response to population changes, as well as housing growth.

As background information, local authorities, as part of their legal duty to secure sufficient school places, are expected to plan for a degree of surplus capacity in order to operate their admissions systems effectively. In a City such as Derby, around 5% - 10% surplus capacity is considered appropriate, as a minimum, to accommodate in-year applications, fluctuations in pupil numbers and cross-border movement.

The table below sets out current Number on Roll (NOR) data held by our School Admissions Team for Chellaston Infant School, as at October 2024, based on the latest information that we have received from the school:

**Table 1: Chellaston Infant School - NOR by Year Group (admissions data)**

Admissions data 15/10/24	R	1	2	Total
NOR	66	80	90	236

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Table 1 shows that there is not yet an established trend in the school accommodating around 60 pupils per year group.

The table below shows numbers of surplus places based on the school providing a total of 270 places (current) and 180 places (proposed).

**Table 2: Number of surplus places**

<b>Chellaston Infant School</b>	<b>NOR</b>	<b>Capacity</b>	<b>No. of Surplus Places</b>	<b>Surplus Places %</b>
Current PAN - 90	236	270	34	13%
Proposed reduced PAN - 60	236	180	-56	-31%

Table 2 shows that a reduced capacity of 180 places, would not be sufficient to accommodate the school's current NOR, with the school currently having above 60 pupils on roll in each year group.

You might be aware that Allenton Community Primary School is also consulting on a PAN reduction (from 60 to 30) from 2026/27. Chellaston Infant School and Allenton Community Primary School both fall within Planning Area 9 for school place planning purposes. For information, Planning Areas are also used in our annual statutory School Capacity (SCAP) Returns to the Department for Education and have been agreed with the DfE in accordance with SCAP guidance. The list of schools within Planning Area 9, including PAN information, is attached as Annex A to this letter. The combined impact of the two PAN reduction proposals has, therefore, been considered against pupil data and projections.

The table below shows the projected Reception figure for Planning Area 9 in 2026/27, against total PAN capacity, if both schools reduce their PANs by 30 places.

**Table3: Planning Area 9 Projected Reception Figure Against Reduced PAN Capacity**

<b>Projections - Planning Area 9</b>	<b>Projected Reception NOR</b>	<b>No. Reception Places (based on proposals)</b>	<b>No. Surplus Places</b>	<b>% Surplus</b>
2026/27	327	340	13	4%

The two proposed PAN reductions would result in the removal of 60 Reception places, leaving a projected total of only 13 Reception surplus places across the schools in this area in 2026/27. This would result in projected surplus capacity falling below the targeted minimum range of 5% - 10%, presenting a risk in relation to variations in actual pupil numbers and accommodating in-year applications.

As you will know, Chellaston Infant School's PAN previously reduced from 120 to 90 in 2024/25 and a further reduction to a PAN of 60 in 2026/27 would effectively halve the PAN of the school from what it was in 2023/24. There are concerns that this further reduction in places may mean that the school is unable to accommodate on-time catchment area requests, through the normal admissions round. Whilst parents are not guaranteed a place at their catchment area school, it is a reasonable expectation that a place will be offered if applied for through the normal admissions round. The Council strongly advises parents to include their catchment area school as one of their preferences so that they will have priority for a local school place.

On the basis of the information shared, we are asking both Chellaston Infant School and Allenton Community Primary School to consider reducing their PANs by 15 places each, rather than 30 places each, for 2026/27. There would then be an option to review PANs again for 2027/28 admissions arrangements, in light of actual pupil numbers.

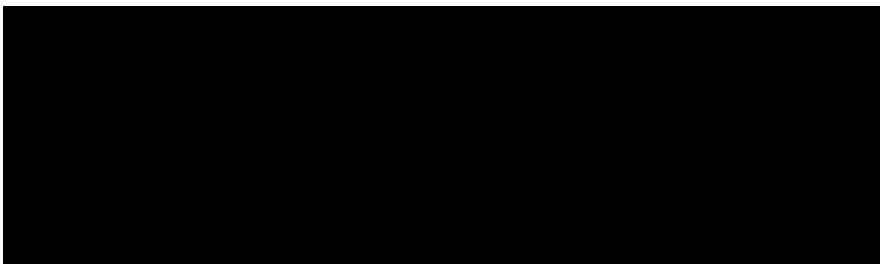
Whilst it is appreciated that whole forms of entry may be preferable, it is considered important to match school place provision in a defined area to need. A more gradual approach to removing school capacity would help to ensure local school places for Derby's children and young people.

In this context, we would be very grateful if the Academy Trust could consider a PAN reduction to 75 for Chellaston Infant School, rather than the proposed PAN of 60. For information, we have responded to Allenton Community Primary School with the same request, to reduce the school's PAN by 15 places, rather than 30.

We would like to take the opportunity to thank both the school and academy trust once again for working together closely with Derby City Council on accommodating changing trends in pupil numbers.

We hope this information is helpful.

Yours sincerely,

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## Annex A

### Planning Area 9: List of Schools and Reception PANs

#### Planning Area 9

School Name	Current Reception PAN	Proposed PAN 26/27
Allenton Community Primary School	60	30
Ashwood Spencer Academy	90	90
Chellaston Infant School	90	60
Chellaston Junior School	-	-
Homefields Primary School	45	45
Landau Forte Academy Moorhead	45	45
Shelton Infant School	70	70
Shelton Junior School	-	-
<b>Total</b>	<b>400</b>	<b>340</b>