



St John & St James Church of England Primary School

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24th October 2024

Dear Stakeholders,

St John and St James CE Primary School: Proposal document to reduce the Published Admission Number

The Governing Body and Leadership Team of St John and St James C of E Primary School propose to reduce the Published Admission Number (PAN) for new Reception pupils from 60 to 30, to take effect from September 2026.

The proposed change will help our school effectively focus its teaching and learning resources to improve the education offered at St John and St James CE Primary School. The Governing Body and staff are working hard to continue to improve the outcomes of all our pupils and feel strongly that the proposed reduction will benefit future outcomes for our young learners, whilst still enabling us to meet the demand of places.

We have engaged with the School Place Planning Team to understand the future projected pupil numbers within the local area and they have confirmed they will still meet their planned requirements once this proposed change has been made. There will be no other changes to the admission arrangements.

The proposed change will not affect the current pupils or those who choose to accept an offer for a Reception place in September 2025. All current and future parents and any other interested stakeholders can make comments on this proposal, information on how you can do this is detailed at the end of this letter, under the section titled "How to make your views known".

Background

The current Published Admission Number (PAN) for St John and St James CE Primary School is 60. The low birth rate over a number of years has resulted in falling numbers of applications for those pupils beginning their reception year. This is the picture across North London and particularly Enfield. In addition to this, there has been long planned development works in the local area, which has yet to begin, but has displaced many families who can no longer afford to live in the area. Reducing the PAN will assist the school in avoiding future financial hardship and to provide stability in its long-term planning, allowing the school to secure high-quality educational outcomes for the pupils currently on our roll, while continuing to provide an appropriate number of places for future pupil numbers in line with demand in the local area.

This is a decision taken on the advice of London Borough of Enfield admissions service's analysis of place demand, and follows research, analysis, reflection, discussion and advice from Enfield.

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 be reduced. Enfield Local Authority, as the admissions authority for St John and St James C of E Primary School, is seeking comments on the proposed change.

Specific Proposal

Headteacher: Mrs P Cuncarr B.A (Hons) NPQH
LONDON BOROUGH OF ENFIELD



The Governing Body proposes to reduce the Published Admission Number (PAN) from 60 to 30 with effect from September 2026. This means that the number of school places for pupils wishing to request a place to attend St John and St James CE Primary School in Reception in 2026 will be 30, as will all subsequent Reception cohorts thereafter. For pupils who already have a place at St John and St James C of E Primary School in other year groups, there will be no change. This is the only proposed change to the admissions criteria; all other criteria will remain the same. It is important to the Governing Body and Leadership team, to consider the views of our parents and the wider community. If you would like to contribute to the consultation, please complete the Stakeholder Response Form available on our website.

How to make your views known

The consultation will run from 4th November 2024 until 16th December 2024. All stakeholders are invited to submit comments in writing about the proposal to:

PAN Consultation
St John and St James C of E Primary School
Grove Street
Edmonton
N18 2TL

Or email to: office@stjohnandjames.enfield.sch.uk (title email PAN St John and St James C of E Primary School)

For the duration of the consultation the St John and St James C of E Primary School website will display the following documents:

- Proposed new Admissions Statement
- Current Admissions Statement (Sept 2024)
- Stakeholder Response Form
- Stakeholder letter

School website: <https://www.stjohnandjames.enfield.sch.uk>

School email: office@stjohnandjames.enfield.sch.uk

Stakeholders are deemed to be:

- Parents and carers of children aged between 2 and 18 years of age
- All other admission authorities within the relevant area
- Enfield Education Authority
- Any adjoining neighbouring local authorities where the admission authority is the local authority
- Other persons in the local area who may have an interest in the proposed new arrangements

As set out in the Schools Admission Code, we are entering into a 6-week statutory consultation. Following the consultation, the Governing Body shall apply to the Regional Schools Commissioner to make a decision, on behalf of the Secretary of State.

Yours sincerely



Patricia Cuncarr

Headteacher