

PROPOSED CHANGES TO ADMISSIONS CRITERIA and PAN for COMMUNITY SCHOOLS

Committee name	Children, Families and Education Select Committee
Officer reporting	Abi Preston – Director of Education & SEND
Papers with report	Proposed Change to the Published Admissions Number (PAN) for Whitehall Infant School and Whitehall Junior School - Cabinet Report
Ward	All

HEADLINES

Hillingdon Council has a statutory responsibility to secure sufficient early years and school places for children resident in Hillingdon. Over the last ten years the Council has worked closely with schools in Hillingdon to successfully deliver an ambitious programme of school expansion to ensure every child living in Hillingdon can be offered a school place as close to home as possible.

Following the paper presented at October Cabinet 2023, and subsequent to approval, the Council proposed to reduce the Published Admission Number for Whitehall Infant School and Whitehall Junior School from 120 to 90. This PAN reduction will come into effect from September 2025, and there will be sufficient places to ensure that local residents and siblings can access the school. This reduction in PAN will also reduce the distance priority radius from 1250m to 1000m in line with the Council's admissions arrangements.

The proposed changes to the school admissions criteria will ensure that we continue to provide fair placement and review the impact, so that priority is given to children to access places at schools as close to their home as possible.

RECOMMENDATIONS:

That the Committee:

- 1. Review the proposed changes to Hillingdon's Admissions Arrangements detailed in the Cabinet report;**
- 2. Note the NIL response from the consultation on a PAN change to a community primary phase school; and**
- 3. Provide comments to be included in the Cabinet report which will be presented in February.**

SUMMARY AND ANALYSIS OF THE RESPONSES TO THE CONSULTATION

There were no responses from the consultation carried out between Monday 23 October 2023 and Monday 18 December 2023, 12pm.

Due to no responses being received it is clear there are no objections to the proposed changes.

Despite consulting with the following stakeholders;

- a) Parents of children between the ages of two and eighteen;
- b) Other persons in the relevant area who, in the opinion of the admission authority, have an interest in the proposed admissions;
- c) All other admission authorities within the relevant area (except that primary schools need not consult secondary schools);
- d) Any adjoining neighbouring local authorities where the admission authority is the local authority.

CONSULTATION PROCESS

An inclusive consultation programme has subsequently been delivered, including the following elements:

- 'Have your say' via the Council website.
- All Hillingdon schools were asked to include within their communications to parents i.e. newsletters and websites.
- All adjoining neighbouring local authorities were consulted.
- A questionnaire available on-line and in paper form (on request), with the additional option to contact the team to discuss.
- Invitations to submit a written response.

The consultation was widely advertised and had the potential to receive in excess of thousands of responses given the high number of children attending a school in Hillingdon. In excess of 50,000 children attend Hillingdon schools. There were 55 page views for the dedicated consultation web page. Given that there were no responses and the high number of potential consultees it is assumed that there is consensus to implement the proposals.

IMPLICATIONS ON RELATED COUNCIL POLICIES

A role of the Select Committee is to make recommendations on service changes and improvements to the Cabinet who are responsible for the Council's policy and direction.

HOW THIS REPORT BENEFITS HILLINGDON RESIDENTS

Over the past year, officers have reviewed all schools and discussed the proposal with the headteacher of both Whitehall Infant School and Whitehall Junior School. The Headteacher at both Whitehall Infant School and Whitehall Junior School had updated parents over the summer term in a newsletter that a reduction in PAN was being considered. This proposal would give stability to classes and benefit pupils, and that siblings and other local parents would still be able to access the school.

Once proposed changes are agreed it will ensure fair placement and that priority is continued to be given to children to access places at schools as close to their home as possible.

FINANCIAL IMPLICATIONS

The financial implications are centred around staffing. The school is working with their commissioned HR provider to review the staff structure to reflect the PAN reduction. This will help in future planning to help reduce the financial pressure on the school and the risk of the school

running into deficit. The spare physical space can be used in future if rolls rise in the relevant areas and will be used by the school meanwhile.

It is important that the Committee considers cost effective proposals that benefit resident taxpayers in relation to this review, which would ultimately be determined by Cabinet as part of the Council's broader budget planning process.

LEGAL IMPLICATIONS

The proposals for changes to the Council's admissions criteria, which the Cabinet have been invited to consider comply with the DfE School Admissions Code 2021. There are no legal implications arising from the recommendations in this report.

BACKGROUND PAPERS

[Consultation on changes to School Admissions Arrangements](#)

[Community School's Proposed Admission Arrangements 2025-26](#)

[October Cabinet Report Changes to Admissions Arrangements 2025-26](#)