

Important Notes & Possible Action Regarding the Setting of Published Admission Numbers (PAN) for 2019/20

General Information:

Own admission authorities are not required to consult on their PAN where they propose either to increase or keep the same PAN. For a community or voluntary controlled school, the local authority (as admission authority) **must** consult at least the governing body of the school where it proposes either to increase or keep the same PAN. All admission authorities **must** formally consult where they propose a decrease in the PAN.

Community and voluntary controlled schools have the right to object to the Schools Adjudicator if the PAN set for them is lower than they would wish. There is a strong presumption in favour of an increase to the PAN to which the Schools Adjudicator **must** have regard when considering any such objection.

Admission authorities **must** notify their local authority of their intention to increase the school's PAN and reference to the change should be made on the school's website. If, at any time following determination of the PAN, an admission authority decides that it is able to admit above its PAN, it **must** notify the local authority in good time to allow the local authority to deliver its co-ordination responsibilities effectively. Admission authorities may also admit above their PAN in-year.

Any admissions above the PAN will not constitute an increase to the PAN.

Your Right to Object:

The Published Admission Numbers (PANs) which the Local Authority (LA) proposes to set for Community and Voluntary Controlled Schools for 2019/20 are listed in the spreadsheet in Appendix A. If you do not agree with the Published Admission Number proposed for your school or wish to make any comment on any of the numbers listed, please write to Linsey Banks, Admissions and Entitlements Team, County Hall, Taunton, TA1 4DY (Tel: 01823 356146) or by e-mailing admissions_consultation@somerset.gov.uk by **31 January 2018**.

General Principles:

PANs have, in the majority of cases, been set at Indicated Admission Number (IAN). This principle has been adopted in order to assist the LA in its management of school places. Should local demand for places exceed the PAN then, subject to Class Size legislation, these places will be strong candidates for entry without appeal.

In some schools, IANs may not yet take into account all building projects or other changes to accommodation capacities which will be in place by September 2018 and so there could be some changes to IAN made in the future. Such changes may have an impact on the proposed PAN for 2019. Schools affected will be notified on an individual basis as soon as any changes are known. In addition where Statutory Proposals are under consideration, decisions taken on proposals in due course may affect the proposed PAN for 2019.

VA/Foundation Schools/Academies/Free Schools:

VA/Foundation Schools/Academies and Free Schools are their own Admissions Authorities and therefore have the responsibility for setting their own PANs. Owing to the fact that the LA retains a strategic role to ensure sufficient places are available where it is felt there is a strong strategic reason not to agree with the Published Admission Number, officers will enter into discussions with Governing Bodies/Academy Trusts on an individual basis in order to attempt to agree on a final figure. Where an agreement cannot be made the arbitrator will be the Office of the Schools Adjudicator.

Schools with 6th Forms:

It is necessary to set a PAN for students who were not in attendance at the school in Year 11 but wish to join in year 12. We realise that this number is often difficult to predict, and so the figures quoted are those you wished us to publish based on historical intake. **Therefore, can you please review the number proposed for your 6th form in the light of your most recent numbers and inform us if a change is necessary for 2019.**