



# Primary School PANs

A primary school's PAN (published admission number) is the number of school places that must be offered in Reception each year. PAN's must be included in a school's admission arrangements.

The PAN is set by the admission authority for the school. For community schools, the local authority is the admissions authority, for voluntary aided schools (i.e. faith schools that aren't academies) the governing body is the admission authority and for academies, the academy trust or governing body is the admission authority. Any reduction in PAN must be consulted on publically, normally 18 months in advance of when the changed PAN will come into effect.

The PAN (for admission into Reception) is normally derived from the net capacity assessment for the school. Net capacity assessments (NCA) are a DfE tool used by local authorities to assess the physical accommodation of an individual school.

The NCA considers all the space in the school (minus bits that are deemed not to be teaching space) and then uses a calculation to determine how many pupils, across all year groups, the school can reasonably and safely accommodate. The assessment generates an indicative admission number (IAN) which is established by dividing by 7 for a primary school (7 year groups).

When demand is high a school's PAN is normally set in line with the indicative admissions number so that maximum use is made of the teaching space available at the school. When demand is low the PAN can be reduced to manage the financial impact on the school. eg. if a school with 60 places is only educating 30 or fewer children in each year group the school might reduce the PAN so that only one teacher needs to be employed for each year group.

A school can not legally admit fewer children than it's PAN where parents wish to have a place at the school (ie. have expressed a preference for the school on their Reception application).

Admissions legislation make it illegal for there to be more than 30 children in infant classes (ie. Reception, Year 1 and Year 2) where there is only one qualified teacher.

Since 2019 Hackney has removed 375 Reception places by reducing school's PANs