

INSPIRING PRIMARIES ACADEMY TRUST

PROPOSED

ADMISSIONS POLICY 2028/29

INCLUDING A REDUCTION IN PAN FOR TWO IPAT SCHOOLS - JOHN WYCLIFFE PRIMARY SCHOOL, LUTTERWORTH AND ALL SAINTS CE PRIMARY SCHOOL, SAPCOTE

TO: Parents, Carers, Local Community Members, Neighbouring Admission Authorities, Leicestershire County Council, and the Leicester Diocesan Board of Education

POLICY FOR CONSULTATION [HERE](#)

CONSULTATION DATES: 01 October 2026 - 12 November 2026 inclusive

SUBJECT: Statutory Public Consultation on Proposed Admissions Policy & Published Admission Numbers (PAN) for 2028/29

Dear Stakeholder,

In accordance with paragraphs 1.45 -1.48 of the School Admissions Code (2021), the Board of Trustees of Inspiring Primaries Academy Trust (IPAT) is opening a formal six-week public consultation on the proposed admission arrangements across all nine trust primary schools for the 2028/29 academic year.

The consultation window will run for six weeks, commencing on 1st October 2026. As an own-admission-authority Multi-Academy Trust, IPAT determines its admission policy annually. This public consultation allows parents, local residents, neighbouring schools, and local authorities to review the proposed arrangements and submit comments prior to formal policy determination by 28 February 2027.

1. Summary of Key Proposed Changes for Consultation

- All Saints CE Primary School, Sapcote: Proposed reduction of the Published Admission Number (PAN) from 60 to 30 to align entry numbers with local demographic demand and operational capacity.
- John Wycliffe Primary School, Lutterworth: Proposed reduction of the Published Admission Number (PAN) from 60 to 45.
- Maintenance of PAN across the remaining seven Trust Primary Schools: **All other trust schools propose maintaining their current PAN** (Dunton

Bassett: 15, Claybrooke: 15, Gilmorton Chandler: 30, Sharnford: 15, St Margaret's Stoke Golding: 30, St Mary's Bitteswell: 15, Ullesthorpe: 15).

- St Margaret's CE Primary School: Changes to oversubscription criteria
- Gilmorton Chandler CE Primary School: Changes to oversubscription criteria
- Maintenance of Oversubscription criteria across the remaining seven Trust Primary Schools: **All other trust schools propose maintaining their current oversubscription criteria.**
- Statutory Code Alignment: Updated procedures for First-Time Admission; requiring proof of catchment address at application stage, in-year transfers (with 2-school-day Local Authority notification), automatic waiting list ranking, and independent supervision for random allocation tie-breakers in full compliance with the School Admissions Code (2021).
- Independent Appeals Delegation: Appeals administration is handled independently by the Leicester Diocesan Board of Education (LDBE) in accordance with the School Admission Appeals Code (2022).

2. Proposed Published Admission Numbers (PAN) for 2028/29

School Name	Location	Current PAN	Proposed PAN (2028/29)
All Saints CE Primary School	Sapcote	60	30 (Proposed Reduction)
Claybrooke Primary School	Claybrooke Magna	15	15 (Unchanged)
Dunton Bassett Primary School	Dunton Bassett	15	15 (Unchanged)
Gilmorton Chandler CE Primary School	Gilmorton	30	30 (Unchanged)
John Wycliffe Primary School	Lutterworth	60	45 (Proposed Reduction)
Sharnford CE Primary School	Sharnford	15	15 (Unchanged)
St Margaret's CE Primary School	Stoke Golding	30	30 (Unchanged)
St Mary's CE Primary School	Bitteswell	15	15 (Unchanged)
Ullesthorpe CE Primary School	Ullesthorpe	15	15 (Unchanged)

3. Summary of Key Policy Provisions

1. First-Time Admissions (EYFS Reception): Applications are submitted via the home Local Authority Common Application Form (CAF) by 15 January. An internal Supplementary Admission Form (SAF) is required only when proof of residence is needed to verify catchment oversubscription priority.
2. In-Year Transfers (Years 1-6): Managed directly by schools via the IPAT In-Year Application Form. The Local Authority is notified of every application and its outcome within 2 school days.
3. Waiting Lists: Held for Reception and Years 1-6, automatically re-ranked strictly against published oversubscription criteria whenever a child is added.
4. Random Allocation Tie-Breakers (some schools): Supervised and signed off by an independent person with no connection to the school or trust.
5. Appeals Administration: Handled independently by LDBE in compliance with the Appeals Code 2022, providing at least 20 school days to lodge an appeal and 10 school days' notice of hearing.

4. Rationale for Proposed Reduction in Published Admission Number (PAN) for the two schools.

1. Context and Local Demographics

Over recent years, there has been a noticeable shift in local demographics across our planning area. A falling local birth rate and changes in housing turnover have resulted in lower overall demand for places at both John Wycliffe Primary School and All Saints Primary School, Sapcote.

According to Leicestershire County Council's *School Places Strategy*, county-wide birth rates peaked between 2007 and 2018 at approximately 7,000 births per year. Since 2018, birth rates across Leicestershire have fallen significantly, mirroring national downward trends.

While those historic larger birth cohorts have now moved into secondary education, primary schools across the local authority are experiencing a sustained period of falling rolls. Leicestershire County Council reports thousands of primary surplus places across the county, a trend that is particularly pronounced in rural and established suburban areas without major new housing developments. County-wide primary surplus places have risen significantly (nearing an 8% overall surplus, with higher figures in localised pockets). As Leicestershire County Council explicitly highlights in its strategy, for schools facing lower catchment numbers, *"the continuing effect of a low birth rate... means an increasing risk to ongoing sustainability."* Local

Authority pupil population forecasts confirm that demand for intake places across our area will remain below historic capacity for the foreseeable future.

2. Educational and Organisational Benefits

Operating significantly below maximum capacity creates unpredictable admission numbers from year to year. This instability directly impacts class structure and long-term curriculum planning.

Reducing the PANs to 45 for John Wycliffe and 30 All Saints respectively will allow both schools to:

- **Create stable, predictable class structures:** Aligning intake limits with actual local demand ensures consistent year-group organisation (avoiding partially filled or fluctuating class sizes).
- **Maintain optimal adult-to-pupil ratios:** Ensuring staff deployment is focused efficiently where it delivers the highest educational impact.
- **Ensure high-quality provision:** Providing a stable cohort size allows school leaders to plan the curriculum, specialist staffing, and physical resources effectively for the long term.

3. Financial Sustainability

School funding is predominantly calculated on a per-pupil basis. When a school maintains a high number of surplus places, it must still bear the overhead costs of maintaining staffing structures and physical facilities designed for a larger intake without receiving the corresponding revenue.

A permanent reduction in PANs aligns expenditure with actual pupil numbers. This protects both schools' long-term financial health and prevents structural budget deficits that would otherwise compromise educational resources and staffing levels.

4. Supporting Regional Place Planning

The Trust Board has worked alongside Leicestershire County Council to review local school place sufficiency. Maintaining excessive surplus capacity across a localised area creates operational instability for surrounding schools. Reducing our PANs across these two schools contributes to a balanced, sustainable supply of primary places in the local community while ensuring that ample capacity remains to accommodate all local children who wish to attend either school.

5. Impact on Existing Pupils and Staff

- **Existing Pupils:** This proposed reduction applies **only to the incoming Reception intake from Autumn Term 2028 onwards**. Children currently enrolled at either school will be completely unaffected.
 - **Staffing:** The Trust aims to manage any operational or staffing adjustments through long-term strategic planning and natural turnover wherever possible.
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How to Submit Your Feedback

We welcome feedback from all stakeholders. Written responses regarding the proposed admission policy and PAN adjustments may be submitted via:

- Email: admissionsconsultation@ipat.uk
- Post: Admissions Consultation, Inspiring Primaries Academy Trust Central Office, All Saints CE Primary School, Bassett Lane, Sapcote, Leicestershire, LE9 4FB
- Telephone Enquiries: 01455 272973

Responses must be received by 12th November 2026. All comments will be reviewed by the Board of Trustees prior to final determination.