EVERYCHILD PARTNERSHIP ACADEMY TRUST

HATCHLANDS PRIMARY SCHOOL

REDUCTION TO PAN CONSULTATION

Consultation process from 27th November 2026 – 22nd January 2027

This is the formal consultation document for the proposed reduction of the PAN at Hatchlands Primary School creating a lower admission number for Early Years from 60 to 30 effective from September 2028.

Introduction

Everychild Partnership Trust, as the admission authority for Hatchlands Primary School, is consulting on a proposal to reduce the schools Published Admission Number (PAN) from 60 places to 30 places for Reception admissions from September 2028.

The proposal has been developed following a review of:
- Current pupil numbers
- Local birth-rate and demographic trends
- Forecasted demand for school places
- The school's financial sustainability
- Local authority place-planning data.

The purpose of this consultation is to seek the views of parents, carers, staff, local schools, the local authorities and other interested parties before a final decision is made.

No changes are proposed for pupils currently attending the school.

At present, Hatchlands Primary School is two-form entry with a PAN of 60 per year group. The school is a primary school for children aged four to eleven in Redhill and is part of the Everychild Partnership Trust group of schools.

Hatchlands Primary School was opened as a free school in 2018, as a result of Surrey County Council identified a need for a new school due to insufficient pupil spaces in the area at this time.

PAN Consultation
Hatchlands Primary School will be consulting on a proposed reduction in the published admission numbers (PAN) for Hatchlands Primary School, Redhill, with effect from September 2028. This consultation has been after ongoing discussions and approval from the Local Authority.

Length of Consultation
The length of the consultation has been determined as 6 school weeks as published in line with the Department for Education Schools Admission's Code, paragraph 1.46. However, due to the Christmas break, we have extended the consultation to 8 weeks.

Consultation Date
27th November 2026 – 22nd January 2027

Proposal
- The Trustees propose to reduce the PAN of Hatchlands School from 60 to 30 with effect from September 2028.
- The Board of Trustees will continue to review its PANs on an annual basis and will be flexible to react to demographic trends.

Rationale

The rationale is based on the following factors:

- Falling numbers of reception applications
- Significant surplus capacity across the school
- Lower pupil numbers in the area than the current PAN was designed to accommodate.
- Increasing and significant financial pressures associated with maintaining staffing and resources for a larger admission capacity

The current PAN no longer reflects the level of local parental demand for places at the school.

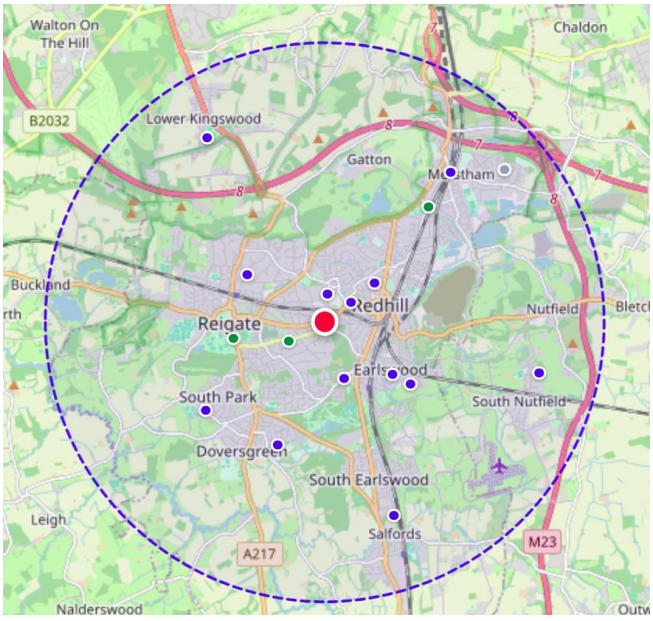
A reduction would allow the school to align its admission arrangements with expected demand while continuing to provide high-quality educational provision.

Hatchlands Primary School has the capacity to serve 420 children in the Redhill locality however, due to the current challenges in relation to the predicted and continuing low birth rates across Surrey and West Sussex, the number of students on roll from the 5th October 2026 was 334 (GIAS). The variance of 86 pupils has had a significant impact on the allocated funding, and consequently has a significant strain on a school budget and its viability.

After a period of demographic growth, the demand for primary places across the county has fallen, and in most areas, fewer school places are needed. This is in line with a decrease in primary demand across most local authorities. Changes in demand are not evenly distributed, and some areas and schools are impacted more than others; this is the case for Hatchlands Primary School.

There are 20 alternate primary schools within a geographical 3-mile radius of Hatchlands.

This data is sourced from the DfE website, 'Find and compare schools in England' (*See Appendix 1*).



Local Authority data predicts that the fall in birth rates in this geographical region, for at least the next five years, will continue to affect the number of children requiring a place in reception year (Year R).

Redhill						
School year	Year R places	Year R forecast	Surplus / deficit	Year 3 places	Year 3 forecast	Surplus / deficit
2027-28	270	216	54	255	201	54
2028-29	270	242	28	255	234	21
2029-30	270	229	41	270	226	44
2030-31	270	231	39	270	208	62
2031-32	270	233	37	270	233	37
2032-33	270	235	35	270	221	49
2033-34	270	239	31	270	225	45
2034-35	270	239	31	270	228	42
2035-36	270	239	31	270	230	40

Source: Surrey County Council's Education Place Planning team 22.10.2026

The School Admissions (Infant Class Sizes) (England) Regulations 2012, (See Appendix 2) *'Limit on infant class sizes 4. - (1) No infant class may contain more than 30 pupils…'* As this is a mandatory requirement, the school must employ a qualified teacher for every 30 pupils (for example, for an intake of 38 pupils, the school must employ 2 qualified teachers).

Schools are largely funded by the number of pupils and one of the highest costs is staffing. If the number of pupils in Year R were over 30, even by one pupil (except in exceptional and particular circumstances), then the school would be forced to establish a second classroom with the costs that this would entail.

Due to the fall in numbers, the school has already restructured the classes into mixed age format. This includes a mixed Year 1/2 cohort across three classes instead of 4; a mixed Year 3/4 cohort across three classes instead of 4; and, a mixed Year 5/6 cohort across three classes instead of 4. These changes came into effect from September 2026. Reception remains a small standalone cohort split across two classes.

By reducing the PAN from 60 to 30:
- Better reflects current and projected demand for school places.
- Supports the long-term financial sustainability of the school.
- Allows resources to be focused on improving educational outcomes.
- Maintains substantial capacity within the school.
- Does not affect pupils already attending Hatchlands Primary School.
- Can be reversed in the future if there is sustained growth in demand

The proposal would not lead to a reduction in the school's existing accommodation and facilities. The school will continue to serve its local community and maintain sufficient capacity to meet anticipated demand.

In the majority of years since it opened, Hatchlands Primary School has not filled the maximum number of pupil places in reception (Year R). Therefore, as the pupils have continued up through the school, the numbers for that cohort remain much lower than the maximum pupil number. As previously stated, this impacts negatively on the school budget. Also, with the local authority predicting continued low birth rates over the coming years, this proposed reduction will avoid a substantial in-year deficit budget and make the school financially viable.

The Consultation Process

The consultation will run for a period of 6 school weeks and we are inviting stakeholders and members of the local community to respond. These are namely, but not limited to:

Parents and Carers of Hatchlands School	Staff of Hatchlands Primary School
Members of the Local Governing Board	Surrey County Council
West Sussex County Council	Tandridge District Council
Catholic Diocese of Arundel & Brighton	Local Primary and Junior Schools within a 3 mile radius
Members in the local community	Reigate & Banstead Borough Council
Diocese of Chichester	

The Consultation Response

The Consultation will run from 27th November 2026 to 22nd January 2027. You are invited to submit feedback using the link provided:
Everychild Partnership Trust Hatchlands Primary School PAN Consultation – Fill in form
or in writing to:
CEO, Everychild Partnership Trust Central Office, Hatchlands Road, Redhill, RH1 6BL.

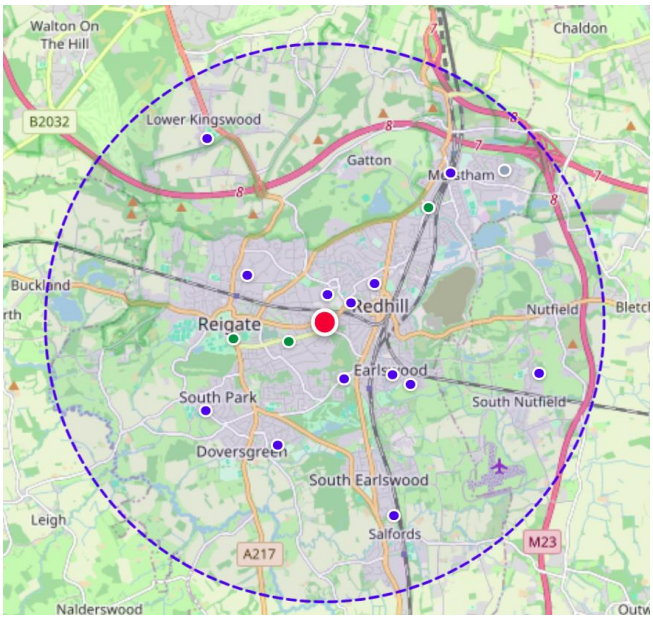
Next Steps Following the consultation

1. All responses will be reviewed
2. A report will be presented to the Board of Trustees
3. Trustees will decide whether to proceed with the proposed PAN reduction
4. If approved, the revised admission arrangements will be determined and published in accordance with the School Admissions Code for entry to Reception year at the school from September 2028 onwards.

Admission arrangements for the 2028-2029 academic year will be determined by 28th February 2027.

Appendix 1

[Schools and colleges in and near "RH1 6AT, Redhill, Surrey, United Kingdom" - Compare school and college performance data in England - GOV.UK]



Appendix 2

[The School Admissions (Infant Class Sizes) (England) Regulations 2012]