



**Nurture, Grow, Flourish.**

Forest & Sandridge CE Primary School  
Cranesbill Road, Melksham  
Wiltshire  
SN12 7GN

Interim Headteacher: Mrs Helen Biles-Wood  
Interim Deputy Headteacher: Mr James Mead  
SENCO: Mrs Helen Chappell



Dear Consultee

**Consultation on the proposal to increase the Physical Capacity and Published Admission Number (PAN) of Forest and Sandridge CE Primary School by 15 places from 60 to 75 Reception places from September 2022**

This proposal is linked to The White Horse Federation's proposed admission arrangements for 2022/23.

**Why is this being proposed?**

The Schools Admissions Code 2014 sets out a requirement for all admission authorities to undertake statutory consultation where they propose a variation to the Published Admission Number of a school.

The purpose of this consultation is to seek the views of parents, carers and other interested stakeholders on the proposal:

**To increase the PAN of Forest and Sandridge CE Primary School (an academy school), Cranesbill Road, Melksham, SN12 7GN by 15 places from 60 to 75 Reception places from September 2022.**

**The public consultation on the proposal will run from Tuesday 15<sup>th</sup> December to Tuesday 9<sup>th</sup> February 2021.**

The Published Admission Number (PAN) at Forest and Sandridge CE Primary School is currently 60. This means that the number of pupils admitted to the academy in Reception each year is a maximum of 60. The Directors at The White Horse Federation Multi-Academy Trust and Senior Leadership Team of the school propose to increase this by 15 places, which will result in an annual pupil intake each September of 75.

Forest and Sandridge CE Primary School is Ofsted rated Good and is a very popular school in the area. It receives more applications than the number of places available and with further housing development in the area this is set to increase further; it is therefore proposed to increase the PAN to 75 to reflect local pupil demand. The table below shows the number of applications received for Reception admission in the past 3 years.

	Applications received for Yr R	Number admitted
2018	152	60
2019	122	60
2020	139	60

The design to add additional classrooms to the school building will be available for viewing in the New Year. As soon as the final design is approved it will be made available for all to view.

### **Who are we consulting with?**

During this consultation period, we want to seek representations from:

- Parents and carers of children already attending the school
- Parents of any other children
- School staff
- Salisbury Diocese
- The Local Authority
- Local Primary Schools
- Anyone else who might be affected by the proposed change

### **What happens next?**

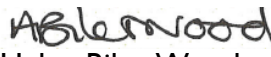
This consultation will run until Tuesday 9<sup>th</sup> February 2021. The Directors and Senior Leadership at school will consider the results of the consultation and decide whether to refer the proposed increase in the admission number for the 2022/23 academic year to the Department for Education for approval.

### **How to respond**

You are invited to submit comments in writing using the attached Stakeholder Response form about the proposal above via email to [office@forestsandrige.wilts.sch.uk](mailto:office@forestsandrige.wilts.sch.uk), or to

Forest and Sandridge CE Primary School PAN Consultation,  
Cranesbill Rd,  
Melksham  
Wiltshire  
SN12 7GN

Yours sincerely

  
Helen Biles-Wood  
Interim Principal

