

SUTTON COMMUNITY PRIMARY SCHOOL

Bayley Way, Sutton St. Nicholas, Hereford. HR1 3SZ
Telephone: (01432) 880336



HEADTEACHERS:
Mr Peter Box BA (Hons)
Mr Paul Whitcombe BA (Hons)

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Monday, 08 November 2010

Mr Rob Reid
Herefordshire Council CYPD
Blackfriars
PO Box 185
Blackfriars Street
Hereford
HR4 9ZR

Dear Mr Reid

Sutton Primary School Admissions 2011

I am writing on behalf of the Governors at Sutton Primary School to request an increase of our **PAN from 12 to 15 pupils for September 2011.**

Since moving into our new school in June 2008 we have had a rising role in Sutton School. We also have a thriving independent pre-school on site that is currently full and the vast majority of their pupils subsequently feed into our School. We are aware that there are already 17 pupils in the Pre School who are hoping to come into the Sutton School next September. This issue was discussed at our Governors' meeting last night (6th October) and it was agreed unanimously that we would prefer to accommodate these pupils rather than turn them away

I have spoken to Alison Pratlett in your office this afternoon and we have provisionally set up a meeting for you to meet with Peter Box and Paul Whitcombe at Sutton to discuss this further.

I look forward to hearing from you.

Yours sincerely

Chris Watkins
Clerk to the Governors

Blackman, Andrew

From: David Griffith [porthcelyn@btinternet.com]
Sent: 08 December 2010 18:20
To: Blackman, Andrew
Cc: Kerri Finney
Subject: Pembridge CofE Primary - PAN

Hello Andrew

Please could you arrange for our published PAN to be increased from 13 to 15.

The governing body have approved this change. The main reasons are:

- we have completed our building work which was designed to give us space for 105 pupils
- we have been regularly oversubscribed in recent years and admitted above our previous PAN
- our latest sufficiency and suitability assessment, Mon of this week, estimates we have capacity for 105 - 120.

Kind regards

David Griffith
Chair of Governors
Pembridge CofE Primary School



HEREFORDSHIRE COUNCIL

Wellington Primary School, Wellington, Hereford HR4 8AZ

Telephone (01432) 830264 Fax (01432) 830020

Mrs W Harrison, Headteacher

Email: admin@wellington.hereford.sch.uk

Mr A Blackman
Admissions and Transport Manager
Herefordshire Council
PO Box 185
HEREFORD

13 December 2010

Dear Mr Blackman

AMENDMENT TO THE PUPIL ADMISSION NUMBER

As a consequence of falling pupil numbers and the associated reduction in funding, a decision was recently taken by the Governing Body to reduce the number of Classes from five to four with effect September 2010. We were also advised by our Local Authority School Advisor to amend our Pupil Admission Number (PAN) to ensure acceptable pupil numbers in each of the four combined Classes.

To ensure that maximum pupil numbers in each Class remain at an acceptable level and to enable a move towards a more desirable Class structure comprising Class R, Class 1 and 2, Class 3 and 4, Class 5 and 6, it is requested that you take appropriate action to amend and reduce the PAN from the current 28 to 15.

Yours sincerely

MR S LOSH
Chair of Governors

