

14th March 2023

Dear Parents and Carers

Re: Oak Academy – temporary reduction of PAN

In January 2022, Oak Academy was successfully identified as a school which required a complete rebuild and this project is proceeding successfully with a projected completion date of January 2025.

In order for this rebuild to be undertaken, the academy has had to refurbish some previously unused and dilapidated classrooms and re-situate all pupils within these areas. Consequently, this has led to a room occupancy which prevents the academy's PAN being achievable.

We have been in discussion with BCP, as admissions for 2023 and 2024 see a bulge year coming through – so what we have agreed with them is that we will ensure we have accommodation to admit 210 in 2023 and also 210 in 2024 (although this number will be subject to temporary classrooms being provided by BCP)

Due to the planned schedule of works at the school – 40% of the school buildings will be demolished in the summer term of 2023 – hence the move of pupils out of this building. When the DFE consulted with BCP in Feb 2022, regards the plan to re-build the school as a 900 capacity, there were no objections from the LA. Subsequently an LA officer has done considerable work on the pupil place planning and has raised, that due to the bulge going through the primary phase, Oak needs to have the 210 spaces in 2023 and 2024 available. As this was not planned for when looking at the site development plan, we can take the extra 115 pupils in 2023 – but that then uses up every space we have to educate pupils for 2023. If we are not able to have an in year adjustment to reduce the PAN to 210 and we then have to take more pupils through admissions or appeals, we would then need more temporary accommodation in place for Sept 2023. As the school is full to capacity at this point – taking the additional 105 pupils in 2024 would necessitate additional accommodation on the site. If Oak then continues to take in 180 for 25/26/27 we would need the additional temporary accommodation as the number of pupils in the school would exceed 900.

Year group/cohort	Current Number	Capped Number	Projected numbers
Year 7 2023			210 additional 115 pupils
Year 7 2024			210 additional 105 pupils
7 2022	149		
8	98	105	
9	97	105	
10	88	105	
11	83	85	

The current PAN for each year group is set at 240 within the current admissions policy.

Oak Academy

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Therefore with immediate effect we have proposed that:

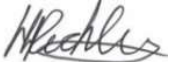
Year 7 PAN for 2023 to reduce to 210 (currently at 240)

The room occupancy, by admitting 210 pupils in 2023, will be at 100%, with some options such as technology required to have limited numbers due to health and safety. This constrains further the extent to which the academy can manage any further pupils above the 210.

We have gone through the consultation process to reduce the PAN from 2024 so our admission number will then be 180 (although as above we have agreed to take up to 210 in this year as numbers in primary schools requires Oak to have this number of places available – but this is subject to temporary classrooms being provided.)

As always many thanks for your support. If you have any questions please do not hesitate to contact me at hayley.richley@oak-academy.co.uk.

Yours Sincerely,



Hayley Richley
Principal