



SPARKEN HILL  
ACADEMY

# PUBLIC CONSULTATION

## Proposed Reduction to Published Admission Number (PAN)

Proposed change: Reduce the Published Admission Number from 630 to 575

Proposed effective date: September 2026 (Reception intake)

Consultation period: 10.04.26 to 8.05.26

Lead contact: Mr Richard Lilley, Principal

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## 1. Introduction and Purpose of this Consultation

Sparken Hill Academy is a standalone primary academy for pupils aged 3 to 11, situated in Worksop, Nottinghamshire. We currently have 543 pupils on roll across Foundation Stage through to Year 6.

The academy trust is consulting on a proposal to reduce the school's Published Admission Number (PAN) from 630 to 575. This consultation is being conducted in accordance with the School Admissions Code (2021) and the DfE's guidance on Making Significant Changes to an Academy (2024).

We are seeking the views of all stakeholders — including parents, carers, staff, governors, the local community and Nottinghamshire Local Authority — before any formal application is submitted to the Department for Education.

Please read this document carefully and submit your response using the details provided in Section 7.

## 2. Background

### 2.1 The School

Sparken Hill Academy is a popular primary academy serving the Worksop community. The school provides education from the Foundation Stage (age 3) through to Year 6 (age 11) and is committed to providing high-quality learning for every child.

| School Detail | Information                                     |
|---------------|-------------------------------------------------|
| School Name   | Sparken Hill Academy                            |
| Phase         | Primary (3–11)                                  |
| Address       | Sparken Hill, Worksop, Nottinghamshire, S80 1AW |

|                                |                          |
|--------------------------------|--------------------------|
| Principal                      | Mr Richard Lilley        |
| Current roll                   | 543 pupils               |
| SEND register                  | Approx. 120 pupils (21%) |
| Free School Meals              | 41%                      |
| English as Additional Language | 22%                      |
| Current PAN (Reception)        | 630                      |
| Proposed PAN (Reception)       | 575                      |

## 2.2 How the Current PAN Was Set

The school's current Published Admission Number of 630 was established within the academy's Funding Agreement with the Secretary of State. However, following a thorough review of the school's physical accommodation, it has become clear that this figure was set in error.

A Net Capacity Assessment of the school building has confirmed that Sparken Hill Academy has sufficient teaching spaces to accommodate a maximum of 575 pupils across all year groups. The building was not designed or constructed to accommodate 630 pupils and does not contain the number of teaching spaces that would be required to support that admission number safely and effectively.

The PAN of 630 is therefore inconsistent with the physical capacity of the school. This consultation seeks to correct that discrepancy by aligning the PAN with the school's actual teaching capacity.

## 2.3 The Current Position

The school's current roll of 543 pupils is already below the erroneous PAN of 630, reflecting actual demand and physical capacity. The year group breakdown is as follows:

| Year Group            | Current Number on Roll (as of 10.04.26) |
|-----------------------|-----------------------------------------|
| Foundation Stage (FS) | 122                                     |
| Years 1 & 2 (Y12)     | 131                                     |
| Years 3 & 4 (Y34)     | 133                                     |
| Years 5 & 6 (Y56)     | 157                                     |
| Total                 | 543                                     |

At no point has the school operated at or near 630 pupils. The proposed revised PAN of 575 accurately reflects the number of pupils the school's accommodation can physically and educationally support.

## 3. The Proposal

### 3.1 What We Are Proposing

Sparken Hill Academy is proposing to reduce the Published Admission Number (PAN) at Reception from 630 to 575, to take effect from the September 2026 admissions round.

This is not a proposal to reduce the size of the school or to limit access for families. The school is not reducing its ambition or capacity to serve its community. The proposed change simply corrects an administrative error in the Funding Agreement so that the PAN accurately reflects what the school building can physically accommodate.

### 3.2 What Will Not Change

The following aspects of the school's offer and operation are unaffected by this proposal:

- The school will continue to admit pupils at Reception age (and at other year groups through in-year admissions where places are available).
- The school's ethos, curriculum, values and community focus remain unchanged.
- No teaching spaces or facilities will be removed or reduced.
- The school's admissions oversubscription criteria remain unchanged.
- Pupils currently on roll are unaffected by this change.

### 3.3 Rationale for the Proposed Change

The principal reasons for this proposed change are:

- Accuracy: The PAN should reflect the genuine physical capacity of the school building. A Net Capacity Assessment confirms that 575 is the correct indicative admission number based on the available teaching spaces.
- Legal compliance: The School Admissions Code requires that the PAN reflects the number of pupils a school can physically accommodate. Operating with an inflated PAN that exceeds building capacity is not compliant with this requirement.
- Transparency: Parents and the local community should be able to rely on published admission information being accurate. Correcting the PAN ensures admissions information is honest and trustworthy.
- Financial and operational sustainability: Admitting pupils above the genuine capacity of the building would create unacceptable pressures on teaching spaces, resources and staff, none of which would be in the interests of pupils.

## 4. Impact Assessment

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### 4.1 Impact on Pupils Currently on Roll

This proposal has no impact on any pupil currently attending Sparken Hill Academy. Existing pupils will continue to receive their education without any disruption.

### 4.2 Impact on Future Admissions

The revised PAN of 575 remains above the school's current roll of 543, meaning no child will be disadvantaged by this change in the short term. The school's capacity to meet local demand is not affected.

The DfE's guidance requires that, when considering a reduction in PAN, the impact on parental choice and local place sufficiency is carefully assessed. Nottinghamshire Local Authority has been consulted as part of this process, and the academy trust is satisfied that:

- There is no current or projected shortage of primary places in the local area that would be exacerbated by this change.
- The revised PAN of 575 continues to provide sufficient capacity for the school to meet the needs of its local community.

- No child who would have received a place under the current PAN would be denied a place under the revised PAN, given that local demand has not historically reached 575 pupils at the school.

### 4.3 Equalities Impact

The academy trust has considered the Public Sector Equality Duty in relation to this proposal. As the PAN change is a correction of an administrative error and does not alter admissions criteria, the trust does not consider that this change will have any adverse impact on any group with protected characteristics. The school will continue to prioritise looked after children, previously looked after children, and SEND pupils in accordance with the School Admissions Code.

### 4.4 Impact on Local Place Planning

The academy trust has engaged with Nottinghamshire Local Authority regarding local pupil place planning. Given that the current school roll 543) is already below the proposed PAN of 575, this change does not remove any places that are currently required to meet local demand.

## 5. Legal and Procedural Framework

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This consultation is being carried out in accordance with the following legislative and regulatory requirements:

- The School Admissions Code (2021), paragraphs 1.2–1.4, which set out the requirements for consulting on changes to a Published Admission Number.
- The DfE's guidance, 'Making Significant Changes to an Academy' (April 2024), which sets out the process for academy trusts seeking to make significant organisational changes, including PAN reductions.
- The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012.

Following this consultation, the academy trust will consider all responses received before deciding whether to proceed with a Tier 1 Significant Change Application to the Department for Education. Any application will be accompanied by this consultation report and a letter from Nottinghamshire Local Authority.

Should the DfE approve the change, the academy trust will also update its Funding Agreement via a Deed of Variation, and will ensure that updated capacity figures are reflected in the next School Capacity (SCAP) survey.

## 6. Questions for Consultation

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We would welcome your views on the following questions. Please note that you are not required to answer all questions — any feedback you are able to provide is valued.

| Question                                                                                                     | Please provide your response          |
|--------------------------------------------------------------------------------------------------------------|---------------------------------------|
| Q1. Do you support the proposal to reduce the Published Admission Number from 630 to 575?                    | Yes / No / No strong view Comments:   |
| Q2. Do you have any concerns about the impact of this change on local school places or parental choice?      | Yes / No If yes, please give details: |
| Q3. Do you consider that any particular group of children or families would be disadvantaged by this change? | Yes / No If yes, please give details: |
| Q4. Are there any other matters you would wish the academy trust to consider before making a final decision? | Please share any comments:            |

## 7. How to Respond

We welcome responses from all interested parties, including:

- Parents and carers of children currently attending Sparken Hill Academy
- Parents and carers of children who may wish to attend the school in future
- Staff and governors of the academy
- Nottinghamshire Local Authority
- Neighbouring schools and academy trusts
- Any other members of the local community

Consultation closes: Friday 8<sup>th</sup> May 2026 (16:00)

Responses can be submitted by:

- Email: [office@sparkenhill.com](mailto:office@sparkenhill.com) (subject line: 'PAN Consultation Response')
- Post: Mr Richard Lilley, Principal, Sparken Hill Academy, Sparken Hill, Worksop, Notts S80 1AW
- In person: Response forms are available from the school office

Telephone enquiries: 010909 534060

All responses will be considered by the academy trust before a decision is made on whether to proceed with a formal application to the Department for Education. A summary of consultation responses will be included in any application submitted to the DfE.

Please note that responses to this consultation may be disclosed in any subsequent DfE application, although personal details will not be published without consent.

## 8. Timeline

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| Stage                                | Indicative Date                              |
|--------------------------------------|----------------------------------------------|
| Public consultation opens            | 10 <sup>th</sup> April 2026                  |
| Public consultation closes           | 08 <sup>th</sup> May 2026                    |
| Trust considers responses            | 11 <sup>th</sup> May 2026                    |
| Decision on whether to proceed       | 4 <sup>th</sup> June 2026 (FP meeting 16:00) |
| Tier 1 application submitted to DfE  | TBC                                          |
| DfE decision expected                | TBC                                          |
| Revised PAN takes effect (Reception) | September 2026                               |

## 9. Further Information

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If you have any questions about this consultation or would like to discuss the proposal further, please do not hesitate to contact:

Mr Richard Lilley, Principal

Sparken Hill Academy

Sparken Hill, Worksop, Nottinghamshire, S80 1AW

Telephone: 010909 534060

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This document and the response form are also available to view on the school's website.

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