THE FLITCH GREEN
ACADEMY

**Friday 6th November 2026**

Dear Parents, Carers and members of the community

**Formal Consultation on Admission Arrangements for September 2028**

In accordance with the requirements of the current legislation, and on behalf of the Flitch Green Academy Trustees, I am writing to provide you with the details of the plan to reduce the Pupil Admission Number (PAN) which Flitch Green Academy will apply to applications for admission for the academic year 2028 - 29.

We know how much our school has to offer local children. Nevertheless, like schools across the country, we're facing a situation where the national birth rate is falling and the number of pupils coming to the school does not meet the number of places that we are currently funding.

Schools are facing challenging times and we do need to take this action to ensure that the school is financially viable in the future without compromising the education of our pupils. Therefore, the school has worked with the Department for Education (DfE) to address the situation. Despite having a PAN of 45, over the last 10 years the average reception intake has been 35.5 pupils. With the maximum class size regulation of 30 in the reception classes, this has meant we have had to put on two small classes each year but with the school's income based on an amount per pupil, our income does not meet the costs of this provision. Spare capacity in the older year groups only adds to the financial burden.

In order to address this situation, and with DfE advice and support, we have already been given permission to reduce the Pupil Admission Number (PAN) for our new reception intake to 30 for September 2027 admissions year. This won't affect the PAN for the current year groups in the school for which the PAN will remain at 45.

Of course, this will mean we become a smaller school for a period of time but providing an excellent education isn't dependent on school size. More significant is the commitment of the staff and whole school community – and we wholly expect that to continue into the future. We're determined that this strategic move will enhance, rather than reduce our children's learning and growth.

As our own admissions authority, we are now consulting on a reduction from **45 to 30** for our reception intake for **September 2028**. We are liaising closely with the Local Authority as the housing developments in the Dunmow area continue. Balanced against the growth in new housing is the opening of Highwood School which will double its number of places for primary

pupils. It is difficult to project the future impact on the need for places in the area, but if there is evidence that Flitch Green can grow to meet a PAN of more than 30 in the future, the Local Authority will work with us to consider how additional places might be funded. This puts us in a much stronger position than the one we are currently in which is not financially sustainable.

We are not proposing to make any other changes to our admissions arrangements.

The consultation period for this proposal runs from 6th November 2026 to Friday 18th December 2026.

Consultation open date: **6th November 2026**

Consultation close date: **18th December 2026 at 11.59pm**

We are consulting:

- Current and prospective Parents and Carers of children at Flitch Green Academy
- Other persons in the relevant area who have an interest in the proposed admissions;
- All other primary admission authorities within the relevant area; and
- The local authority.

The proposals set out in this letter are available on the Flitch Green Academy Trust website.

**How to respond**

Your views on this proposal are important to us and we want to hear the views of everyone who feels they might be affected by this proposed reduction to the Published Admission Numbers (PAN) for 2028.

Please send your comments via email to: admissions@flitchgreen.net or write to: Chair of Trustees, The Flitch Green Academy Trust, Tanton Road, Little Dunmow, Essex CM6 3GG.

Regards

Sarah Dignasse

Chair of Trustees