

London Borough of Waltham Forest Consultation on School Admission Arrangements 2026/27

1. Introduction

1.1 This document provides background to the statutory consultation exercise for the admission arrangements to Waltham Forest community and voluntary controlled primary and secondary schools and seeks comments on the proposed changes.

2. Recommendations

2.1 Consultees are asked:

- to consider the admission arrangements for community schools and, if they so wish, to comment on the proposed changes:

PAN reduction for Edinburgh Primary School from 60 to 30

PAN reduction for Chapel End Infant School and Early Years Centre from 90 to 60

- to note that, other than the above, we are not making any changes to our Admissions Arrangements.

2.2 The consultation will run for 6 weeks and commence on Monday 4 November 2024 and will close on Sunday 15 December 2024. Responses can be made by email to pauline.smith@walthamforest.gov.uk

3. Background to Consultation Arrangements

3.1 Consultation is required on the following issue:

- **Reduction of Published Admission Numbers (PAN) of Edinburgh Primary School**
- **Reduction of Published Admission Numbers (PAN) of Chapel End Infant School and Early Years Centre**

3.2 The School Standards and Framework Act 1998, as subsequently amended, and the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012, as amended, prescribe the consultation to be undertaken by admission authorities.

3.3 It should also be noted that all admission authorities – voluntary aided, foundation schools and academies, including free schools - are required to act in accordance with the School Admissions Code 2021. This includes consultation on any proposed changes to their admission arrangements, including any supplementary forms used. Any own admission authority school or trust that has not consulted in the last 7 years must consult on their admission arrangements even if there have been no changes during that period (see 1.45 of the School Admissions Code 2021). Schools can only change their admission arrangements following consultation, so without consultation they must remain unchanged.

Section 1.47 of the School Admissions Code also requires LBWF to consult with everyone within the area of the proposed change

4. Consultation – Community Schools’ Admission Arrangements

LBWF is consulting on the admission arrangements for Waltham Forest primary community and voluntary aided schools 2026/27 in agreement with the schools and School Place Planning Department as follows:

- Reduction of PAN for Edinburgh Primary School from 60 to 30 due to a decrease in demand in the Walthamstow South-West planning area
- Reduction of PAN for Chapel End Infant School and Early Years Centre from 90 to 60 due to a decrease in demand in the Walthamstow South-West planning area

5. Further Action

5.1 Consultees are advised that the admission authority requires any comments on the issues in this report by Sunday 15 December 2024. Comments should be made via email to pauline.smith@walthamforest.gov.uk

6. All comments will be submitted to Cabinet at their meeting in January 2025.

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6.1 Any objections arising from the current consultation must be referred to the Adjudicator by 15 May 2025.

Waltham Forest Council complies with the regulations and legislation set out in the School Admissions Code 2021 and the School Admission Appeals Code 2022, including the:

- Equality Act 2010
- Human Rights Act 1998
- School Standards and Framework Act 1998