

11<sup>th</sup> November 2024

Dear Parents and Carers,

After careful consideration and in response to the changing demographic of the area of Norfolk that our school serves, we have taken the decision to apply to Norfolk County Council, to reduce the number of students we take into Year 7, from September 2026. We currently offer places to 162 students each year and are looking to lower this number to 150. This would still provide enough spaces for all the students in our catchment area as well as a number from outside the catchment.

As part of the process, we are launching a consultation, that will enable our local community to give their views on this proposal.

The Published Admission Number (PAN) at Reepham High School & College is currently 162. This means that the number of pupils admitted to the school in year 7 each year is a maximum of 162. The School Governors and Senior Leadership Team at Reepham High School & College wish to reduce this by 12 places which will result in an annual pupil intake of 150 effective in respect of the school year 2026/27.

Reducing the PAN will assist the school to provide stability in its long-term planning and allow the school to secure high-quality educational outcomes for the pupils currently on our roll, while continuing to provide an appropriate number of places for future pupil numbers in line with demand in the Reepham area. The Regulations and Code of Practice relating to school admissions require an admissions authority to consult when reducing a school's PAN. Synergy Multi Academy Trust, as the admissions authority for Reepham High School & College, is seeking comments on the proposed change. It is important to Synergy Multi Academy Trust Board, to consider the views of our parents and the wider community. If you would like to contribute to the consultation, please email your comments to [admissions@reephamhigh.org.uk](mailto:admissions@reephamhigh.org.uk) The consultation will run for 6 weeks from the 11<sup>th</sup> November 2024.

Following the consultation, governors will meet to determine admission arrangements in line with the school admissions code.

Yours sincerely,



Jon Croucher  
Head of Reepham High School and College