

**Pete Thorpe**  
**Corporate Director – Children & Young  
People’s Service (Interim)**

Amanda Fielding  
Assistant Director – Inclusion  
County Hall  
Northallerton  
North Yorkshire, DL7 8AD

**Your ref:**

**Our ref:**

**Contact:** [AdmissionpoliciesandPANS@northyorks.gov.uk](mailto:AdmissionpoliciesandPANS@northyorks.gov.uk)

**Date:** 13 October 2025

Tel: 0300 131 2 131

Email: [amanda.fielding@northyorks.gov.uk](mailto:amanda.fielding@northyorks.gov.uk)

Web: [www.northyorks.gov.uk](http://www.northyorks.gov.uk)

Dear Colleague

## **SCHOOL ADMISSION ARRANGEMENTS 2027/28**

I am writing to invite your comments on the following which are proposed for the academic year 2027/28:

- North Yorkshire Council Coordinated Admission Arrangements, including proposed Published Admission Numbers (PAN's) for 2027/28
- North Yorkshire Council In-Year Admission Arrangements
- Admissions policy for community and voluntary controlled schools
- Admissions policy for Ripon Grammar School, boarding places
- Nursery admissions policy

**Any comments about the draft documents should be submitted via the following link <https://online1.snapsurveys.com/pe9okp> by Monday 24 November**

The council appreciate your assistance in raising parents’ awareness of the consultation. Attached is a notice setting out details of the consultation. It would be helpful if you could display this in a prominent area at school.

### **Published Admission Number (PAN) Consultation**

The council, as the admissions authority for all Community and Voluntary Controlled Schools, is consulting on the PANs for these schools and has the responsibility for determining both the PANs and admission arrangements for these schools.

Own Admission Authority Schools are reminded that the responsibility for determining both the admission arrangements, and the PANs are the responsibility of the Own Admission Authority’s Governing Body.

**To: All Primary and Secondary Headteachers, Headteachers of Academies, Academy Trusts, All Diocesan Bodies, Neighbouring Authorities**

Any comments received through the Local Authority consultation process for an Own Admission Authority School will be forwarded for your necessary action.

Copies of all of the draft arrangements and policies are provided together with this letter or can be accessed on the council's website using the following link: [Proposed school admission arrangements for community and voluntary controlled schools 2027 to 2028 | North Yorkshire Council](#)

For information, it is proposed that the following schools' PAN's will be amended as indicated below:

School	Determined Published Admission Numbers (PAN) for 2026/27	Proposed PAN for 2027/28
Barrowcliff Primary School	60	30
Cowling Community Primary School	19	15
Grove Road Community Primary School	40	30
Pickering Community Infant School	60	30
Wavell Community Primary School	60	30
Boroughbridge High School	128	93
Risedale Sports and Community College	150	90
Thirsk School & Sixth Form College	195	190

### **Sixth Form Admissions Policy**

The School Admissions Code 2021 requires that admissions arrangements for secondary schools with a sixth form must include separate entry requirements and over subscription criteria for entry to Year 12 together with the proposed admission number for new entrants to the school.

The council is proposing that, where relevant, schools continue to develop and apply their own sixth form admissions policies. These must be in accordance with guidance in the School Admissions Code 2021 and must be published in each school's prospectus with a copy provided to the council for publication on the website.

**If you have not yet provided a copy of your school's sixth form admission policy, please ensure that you do so.**

### **Voluntary Aided, Foundation, Free Schools and Academies**

The determination of admissions arrangements for Voluntary Aided, Foundation, Trust schools and Academies is the responsibility of the schools' governing boards as the admission authority for the school. The process for determining admission arrangements is outlined in the School Admissions Code 2021. The School Admissions Code can be accessed utilising the following link: [School admissions code 2021 \(publishing.service.gov.uk\)](#)

### **Relevant Areas**

The Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999 (SI 1999 No. 124) require local authorities to determine relevant areas for consultation on admission arrangements. The Relevant Areas for schools maintained by North Yorkshire Council are as follows:

For Community and Voluntary Controlled Schools, the Relevant Area is the entire County of North Yorkshire, plus the City of York and the area of Bradford Metropolitan Authority served at secondary level by South Craven School.

For Voluntary Aided, Foundation, Free Schools and Academies the relevant area for consultation is North Yorkshire Council and admission authorities within a radius of 3 miles of the school, including

admission authorities in neighbouring local authority areas. It is proposed that relevant areas for consultation remain unchanged.

### **Action required by own admission authority schools and key dates**

As required by the Admissions Code 2021:

- Any changes to admission arrangements should be subject to a six-week consultation between 1<sup>st</sup> October 2025 and 31 January 2026.
- All admission authority schools must determine their admission arrangements including their PAN every year even if you are not proposing any changes to your admission arrangements.
- Admission arrangements for 2027/2028 must be determined by **28 February 2026**.
- The determined admission arrangements for 2027/2028 must be published on the school's website by **15 March 2026**.
- A copy of your determined arrangements for 2027/2028 must be sent to North Yorkshire Local Authority by **15<sup>th</sup> March 2026**.

(Please email these to [AdmissionpoliciesandPANS@northyorks.gov.uk](mailto:AdmissionpoliciesandPANS@northyorks.gov.uk) including the school/Trust name in the subject)

Should you wish to discuss any proposed change to your school's PAN for 2027/2028 or admission above PAN for September 2026 or any other issues relating to admission arrangements please do not hesitate to contact me.

Many thanks for your assistance.

Yours sincerely

*Lisa Herdman*

Lisa Herdman  
Lead for Admissions  
Education and Skills (Inclusion)

[Lisa.herdman@northyorks.gov.uk](mailto:Lisa.herdman@northyorks.gov.uk)  
01609 534953