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Executive Headteacher:
Mrs Sarah Jarman

Dear Parents and Carers,

Consultation on permanent change in PAN (pupil admission number) for Queen Emma Primary School

We are consulting you on a permanent change the Queen Emma Primary School PAN.

There is currently a temporary arrangement in place for a PAN of 30 children entering Reception in 2026/2027, previously consulted upon. **This consultation is for:**

- The permanent reduction in PAN to reflect one form of entry from 1st September 2027/2028 and in subsequent years until the school reflects a 1 form entry structure overall.

The current picture of demographic change in the area means that we need to reduce the size of the school, which would not impact upon surrounding schools. Please note that within this consultation the oversubscription criteria for the school remain unchanged.

Should you have any comments to make about our application, please reply to me, Sean Lang at chair@queensfederation.cambs.sch.uk. This consultation is open from Monday 8th December 2025 until 12 noon on Monday 19th January 2026.

Yours sincerely

Dr Sean Lang

Chair of the Governing Body, The Queens' Federation

chair@queensfederation.cambs.sch.uk

