



Olney Middle School

Admissions Policy

May 2015

Agreed by FGB: 05/05/2015

Review by date: 05/2016

The policy is scheduled for review, as per the above date however if there are legal or statutory changes the policy will need to be reviewed

Author: M Wogan/J Richardson

Version: Version 1

OLNEY MIDDLE SCHOOL

ADMISSIONS POLICY – SEPTEMBER 2016

SCHOOL ROLL

There are currently 383 on the school roll as at 1st December 2014

<i>Roll</i>	<i>Y3</i>	<i>Y4</i>	<i>Y5</i>	<i>Y6</i>	<i>Total</i>
Boys	50	62	52	46	210
Girls	43	41	49	40	173
TOTAL	93	103	101	86	383

Admissions Policy

Admission Arrangements for September 2016

- The Local Authority (LA) Admissions Team notifies parents of children in Year 2 in infant schools of the date and time of the junior school open evenings for prospective parents. These are typically held towards the end of the autumn term in agreement with the Local Authority Admission Team.
- The LA Admissions Team provides parents with details of their allocated school.
- The LA Admissions Team provides parents with a common application form and a deadline for submission.

- Priority will not be given to parents based on the date order the applications were received before the deadline. For families that subsequently move into the school's catchment area there is no guarantee of the offer of a place.
- The Governors will consider applications based on Olney Middle as the parents 'equal preference school' on the LA Admissions Team return.
- Parents will be invited to an open evening in the summer term to confirm admission and to be apprised of the school's transfer and transition arrangements. Any significant changes to the school prospectus will be made available.
- A waiting list will be maintained until October 31st (after September 1st) of the year of admission

Application will be refused if a family has submitted an incorrect address on the application form. In addition, the governors may refuse to admit a child where to do so would prejudice the provision of efficient education or the efficient use of resources.

Admissions Policy

Olney Middle School is a comprehensive co-educational junior school in the town of Olney. The school also serves several surrounding villages.

As of the 1st September 2012 the school assumed foundation status having previously been a community school. Pupils enter Olney Middle at the age of 7 (Year 3) from local infant schools. The school has been oversubscribed for a number of years through parental choice. Through this the school has precedent for arranging into 4 forms of entry during the lifetime of several cohorts. In November 2011 the Governing Body resolved to set a new admission number of 100, with effect from September 2014 going forward. The decision was based on providing the capacity to match the potential admissions from the feeder infant schools as well as those in Olney Middle's catchment area, but not attending a feeder infant.

The Governing Body, as the admission authority, determines the school's admission policy and arrangements, for taking decisions on applications for admission.

Admission Criteria for September 2016

Method of Allocating Places – Equal Preference

Each preference is treated equally and the priority for a place at the school is worked out using the admissions criteria. This will mean that some second and third preference applications may be ranked higher than some first preference applications according to the admission criteria for the school. Pupils with a statement of special educational needs which name the school have overriding priority for admissions to the school. Priority may also be given to the admission of

'hard to place' pupils e.g. excluded pupils normally in accordance with the fair access protocols which have been agreed across the Local Authority.

Should the number of applications for the admission number exceed 100 Governors will allocate places according to the following criteria. These are listed in rank order.

Should each category fail to produce a clear result, then successive criteria will be applied in numerical order. This will also apply to waiting lists.

1. 'Looked after' children including Previous 'Looked after' children¹
2. Pupils who live in the defined catchment area of the school and resident in the following parishes: **Clifton Reynes, Cold Brayfield, Emberton, Filgrave, Newton Blossomville, Olney, Petsoe, Ravenstone, Tyringham, Warrington, Weston Underwood.**
3. Any pupil attending the school's feeder infant schools as defined within the MK LA that is: Olney Infant Academy, Newton Blossomville Infant School and Emberton School
4. Siblings.²
5. On medical grounds.³
6. Any other children.

Notes

In any situation where the application of the above criteria results in there being more children with an equal right to admission to the school than the number of available places, the tie break will be the distance the pupil lives from the school. Pupils living closest to the school will be afforded priority.

Overriding priority will be given by the LA to the admission of pupils who have a statement of Special Educational Needs which names the school.

If a pupil moves into the catchment area of the school outside the normal admissions round (or after the allocation process has been completed) there will be no guarantee of a place at Olney Middle if this would mean exceeding the admission number at the school.

The Governing Body of Olney Middle School as the admissions authority has also agreed the following exceptions which may result in the admission number for the school being exceeded:

The admission of catchment area pupils, where the parent has expressed a preference (whether first, second or third), for the catchment school as part of the normal admissions round and in accordance with the published admissions arrangements

The admission of pupils who have a statement of Special Educational Needs which names the school, when the pupil has either been assessed or moved into the area outside the normal admissions round

The admission of pupils who have moved into the area, where there is no other suitable school within a reasonable travelling distance, or where the admission of an additional catchment area child would not prejudice the provision of efficient education or the efficient use of resources. Before admitting children under this exception, governing bodies that are their own admission authority should consult their local authority who will be able to advise whether the first of these conditions applies

The admission of a looked after child outside of the normal admissions round as a result of a direction by the local authority acting as corporate parent

The admission of a child in very exceptional circumstances in which the governing body (as admissions authority) and the Headteacher are in agreement that not to agree to admit the child would be perverse.

The admission of a child who is part of a multiple birth when there is only one remaining place available.

Admission Appeals

Any parent who is refused a school place for which they have applied, has the right to appeal to an independent appeal panel. The panel is independent of the Governing Body and the Local Authority Admissions Team. Further details regarding the law on admissions and appeals can be obtained from the Local Authority Admissions Team. Should the committee find in favour of the parent, the decision will be binding on the school. The panel will consist of people who have experience in education and are acquainted with the area.

Definitions

1 Looked after Children

A looked after child is defined by the Children Act 1989 as a child/young person who is accommodated by the local authority (Section 20) or a child who is subject to a full or interim Care Order (sections 38 and 31 respectively).

2 Siblings

A sibling is defined as any child who permanently resides at the same address and for whom the applicant has parental responsibility. That sibling must be in the school at the time of application and be likely to remain in the school at the proposed date of admission.

3 Medical Grounds

Exceptional medical grounds which make it essential that a child should attend Olney Middle and where Olney Middle is the only school locally that could meet these needs. A medical report must accompany the application and the school may seek advice from the Authority's medical officer. The medical condition relates to the child and not to that of a parent, carer, sibling or other relative.

Olney Middle School

Admissions POLICY

Date agreed by FGB: 15/05/2015

Review date: 05/16

Author: M Wogan Jane Richardson

Olney Middle School Admissions Policy

The most up to date version of this policy is available on the school website. If you are reading a hard copy of this policy please check the version on the school website