

OLNEY MIDDLE SCHOOL

ADMISSIONS POLICY – SEPTEMBER 2025

Admissions Policy

Admission Arrangements for September 2025

- 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 appraised 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 1st February 2017 the school joined the Inspiring Futures through Learning multi academy trust - having previously been a foundation status 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.

The Governing Body, as the admission authority, determines the school's admission policy and arrangements, for taking decisions on applications for admission. For this admissions year our PAN will be 108.

Admission Criteria for September 2025

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. Children who are looked after (LAC) and all previously looked after children (PLAC) including those children who appear (to the admission authority) to have been in state care outside of England and ceased to be in state care as a result of being adopted (IAPLAC).
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, that is: Olney Infant Academy, Newton Blossomville Infant School and Emberton School, Sherington, North Crawley, Stoke Goldington . Sherington, North Crawley and Stoke Goldington also feed to Tickford Park
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 main entrance, as the crow flies. 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, Children Looked After

A child is looked after by a local authority if he or she has been provided with accommodation for a continuous period of more than 24 hours, in the circumstances set out in sections 20 and 21 of the Children Act 1989, or is placed in the care of a local authority by virtue of an order made under part IV of the Act.

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 are those 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.