



## Admissions arrangements for Milton Keynes Education Trust 2022

### Admission arrangements for entry into New Chapter Primary School, September 2022

**New Chapter Primary School** aims to **enhance** and **enrich** the lives of children and young people by **enabling** them to make the most of outstanding learning opportunities within and beyond the curriculum; instilling an appreciation that there are **no limits** to what they can achieve and developing the attributes needed to successfully shape and respond to the future.

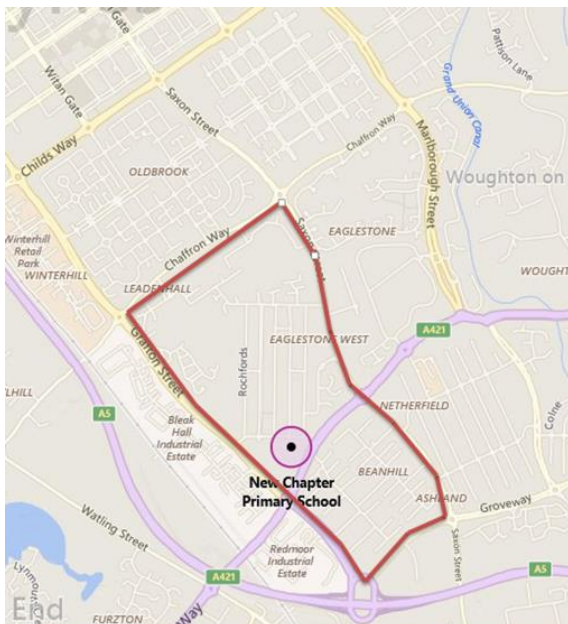
A clear secular moral framework will promote honesty, integrity, tolerance and respect as well as an appreciation of individual and collective responsibility.

In this way we will bring out the very best in our children and young people.

Parents should note that for Milton Keynes' Schools there is no automatic right to a place at the local school. **It is essential that application forms are completed and returned by the deadline date of 15 January (of each year.)** If you make an application for a school which is not your local school and subsequently are not allocated a place, there is no guarantee that a place will be available for your child at the local school.

For general information on admissions within the Milton Keynes Local Authority area, this document should be read in conjunction with the Milton Keynes Council publication 'Admission to Primary Schools in Milton Keynes: Information for Parents'.

### ADMISSIONS CRITERIA FOR PUPILS AGED 4+ to 11



The planned admission number for September 2022 is 30 pupils EYFS (Reception), Year 1 and Year 2 and 50 for Years 3-6. Children will start school in September of the academic year following their 4th birthday.

#### Defined area

New Chapter's defined area for admissions covers Coffee Hall, Leadenhall and Beanhill.

## **Admissions Criteria for Entry in September 2022**

Children who have an Educational Healthcare Plan or statement of Special Educational Needs that names New Chapter Primary School will be allocated a place in accordance with national regulations.

In the event that there are more applications received than there are places available the following criteria will be used to allocate places:

1. 'Looked After' children or children who were previously looked after but immediately after being looked after became subject to an adoption, residence, or special guardianship order.
2. Children living within the defined area who will have a sibling still in attendance at New Chapter Primary School at the time of admission.
3. Children of staff employed by the Milton Keynes Education Trust
4. Children who live in New Chapter Primary School's defined area.
5. Children living outside the defined area with a sibling still in attendance at the time of admission.
6. Children living outside the defined area.

In the event of over subscription, including over subscription within any category above, remaining places will be awarded according to the proximity of the child's main residence to the main entrance of New Chapter Primary School. This is measured in a straight line from the front door of the child's home to the school's main entrance gate using the Local Authority's computerised measuring system, with those living closer to the school receiving higher priority.

Any application for a place at the school received after the published date for return will only be considered after all prior applications have been looked at in line with the above.

### **Definitions**

#### **Sibling**

A sibling is a brother or sister, which for admission purposes, means brothers and sisters of whole or half blood or any other child (including an adopted child) who permanently resides at the same address and for whom the parent also has parental responsibility.

To be included as a sibling within the admissions rules the other child (sibling) should still expect to be in attendance when the applicant child joins the school. Siblings are always checked with the preferred school and it would be helpful if you indicated where the existing child has a different family name.

#### **Multiple Births**

In cases where there is one remaining place available and the next child on the waiting list is one of a twin, triplet or other multiple birth group, both twins would be admitted (or all the siblings in the case of multiple births) even if this goes above the admission number for the school.

#### **Applying for a school place for children starting school for the first time**

Procedures for applying to New Chapter Primary School are explained in the Council's 'Admission to Primary Schools in Milton Keynes - Information for Parents' booklet. Parents should familiarise themselves with this information and take particular note of the definitions provided, dates and deadlines.

Milton Keynes Council co-ordinates admissions to all primary schools in Milton Keynes and parents cannot apply directly to the school.

### **For children born between 1 September 2017 and 31 August 2018 starting school in September 2022**

Parents should apply online from early September 2020 on the Council's website [www.milton-keynes.gov.uk/schooladmissions](http://www.milton-keynes.gov.uk/schooladmissions). This facility is open until the published closing date. If parents do not have access to the internet they can collect an application form from the school. Regardless of how parents apply, they must submit it online or send their application in by the closing date.

#### **Allocating places**

Governors will consider and rank all the applications in line with the published criteria shown above and advise the School Admissions Team of the determined rankings. The School Admissions Team will write to parents and issue an email to those who applied online to confirm whether a place can be offered.

If a place cannot be offered the School Admissions Team will confirm an alternative school.

Prospective applicants should note that it is generally not the school's policy to allocate a place for a child to a year above or below that of the child's chronological age.

#### **Waiting list**

Each admissions authority must hold a waiting list for at least one term in the school year of admission. If it is not possible to offer a place at New Chapter Primary School the School Admissions Team will hold a waiting list in partnership with governors. The list is organised in line with the published admissions criteria.

If places become available they will be allocated from the waiting list.

Parents should be advised that the waiting list can change as new applications are received and a child's position can go up or down.

The waiting list for children starting school for the first time will close on 31 December 2022.

#### **Appeals**

If it is not possible to offer a place parents have the right to appeal against any decision not to offer a place. This information will be provided on request.

#### **Applying for a school place for children during the year (in-year admissions)**

For parents seeking a place during the year or to other year groups, a prospectus and application form is available from the school office and on the school website [www.newchapterprimary.org.uk](http://www.newchapterprimary.org.uk). Parents should complete the form and return it to the school. Where no place is available the applicant will be advised in writing and informed of their right to request an independent appeal. Verbal or telephone applications will **not** be considered. The school does not maintain a waiting list.

#### **Allocating places**

Governors will consider all the applications in line with the published criteria shown above and will write to parents to confirm if a place can be offered. If it is not possible to offer a place, parents may make a

new in-year application or they can contact the School Admissions Team to request an alternative school

### **Waiting list**

New Chapter Primary School will not hold a waiting list other than the waiting list held for one term in the year of admission for children starting school for the first time.

### **Appeals**

If it is not possible to offer a place parents have the right to appeal against any decision not to offer a place. This information will be provided on request.

**Contact:** [ncoffice@mket.org.uk](mailto:ncoffice@mket.org.uk) 01908 679809