



Kents Hill Park School
2018 admission arrangements



Kents Hill Park School admission arrangements for 2018

Our School

Kents Hill Park School is a brand new all-through school offering educational provision for children from Reception through to Year 11. It is opening in September 2018, initially with Year 3 and Year 7 only. Admission to Kents Hill Park School Primary and Nursery at any time from Reception through to Year 6 allows children to access the full educational provision and no additional application is necessary when transferring from year 6 to Year 7 (the main point of transfer from primary to secondary school within Milton Keynes). Kents Hill Park School will promote the highest standards of achievement, welfare and personal development for all pupils, regardless of ability or background. This will be achieved through an ethos of the highest expectation and challenge, supported by consistently outstanding teaching and behaviour. An enabling and ennobling curriculum and extra-curricular offer that provides for excellence in academia, and a wide range of pathways and options to develop and nurture individual talent and interest, will be a unique feature of the school.

Admission number(s)

The school has an admission number of 120 for entry in year 7, 30 for Year 3 and 0 for Year R.

The school will accordingly admit this number of pupils if there are sufficient applications. Where fewer applicants than the published admission number(s) for the relevant year group are received, the Academy Trust will offer places at the school to all those who have applied.

Catchment areas

The catchment area for Kents Hill Park School Secondary is: Ashland, Beanhill, Netherfield, Simpson, Tinkers Bridge and Woughton Park (all shared with Milton Keynes Academy) and residents of the new development in Kents Hill Park (see appendix 1).

The catchment area for Kents Hill Park School Primary and Nursery is:

Year R to Year 2: Kents Hill Park only (see appendix 2).

Year 3 to Year 6: Browns Wood, Caldecotte, Walnut Tree, Walton, Walton Park, Kents Hill (shared with Heronsgate School) and for residents of the new development in Kents Hill Park (see appendix 3).



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Application process

Applications need to be completed and returned to Milton Keynes Council by the national deadline of 31st October 2017 for Year 7 and 15th January 2018 for Year 3.

Admissions for September 2018 – Year 3

Kents Hill Park School Primary and Nursery will open with 30 places available in Year 3.

Applications for a year 3 place should be made via the applicant's home LA on their common application form.

For Milton Keynes residents the Milton Keynes Council online application portal should be used. For more information please visit <https://www.milton-keynes.gov.uk/schools-and-lifelong-learning/school-admissions>.

The closing date for applications is 15 January 2018. You will be notified of the outcome of your application on national offer day, 16 April 2018.

If the school does not have a funding agreement by this date, the offer of a primary place will be conditional and parents will also receive a firm offer of another school place.

Admissions for September 2018 – Year 7

The Kents Hill Park School Secondary will open with 120 places available in Year 7.

Applications for a year 7 place should be made via the expression of interest form at this link <https://www.milton-keynes.gov.uk/schools-and-lifelong-learning/school-admissions>. The same form is used for all applicants irrespective of where they live.

All applicants should state whether the school is their 1st, 2nd, 3rd or 4th preference. In addition, they should also complete the common application form, via the online application portal, expressing a preference for up to four other schools. Applicants that live outside of Milton Keynes should also apply for other schools via their home LA's common application form.

The closing date for applications is 31st October 2017. Offers will be made on 1st March 2018.



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It is possible that the Secretary of State will not have approved the funding agreement for the new school by this date. If this is the case, any offer for this school will be conditional and made alongside an offer for an open school under co-ordination.

Late applications

All applications received by the Local Authority after the relevant deadline will be considered to be late applications. Late applications will be considered after those received on time. If, following consideration of all applicants the school is oversubscribed, parents may request that their child is placed on the school's waiting list.

Any application for a place at Kents Hill Park School Secondary received after the published date for return, (but before 1.9.18); will only be considered after all on-time applications have been considered.

Any application for a place at Kents Hill Park School Primary and Nursery received after the published date for return, (but before 1.9.18); will only be considered after all on-time applications have been considered.

In-Year applications

An in-year application is one made for year 3 or year 7 (and reception in future years) after 31 August or for another year group at any time.

However, in the first year of opening years 3 and 7 will be the only operational year groups.

For children who wish to attend Kents Hill Park School after September, parents will be asked to complete an application form. Verbal or telephone applications will not be accepted. Where no place is available the applicant will be advised in writing and informed of their right to an independent appeal.

How in-year places are allocated

For a place to be available for an in-year admission then the number for the relevant year group will have to have fallen below the admissions number for the relevant year. When this occurs, the place will be allocated strictly in accordance with the process and definitions of the oversubscription criteria (see below).

Places that become available will be allocated to those applicants who have highest priority for admission including fresh applicants and those already on the waiting list.



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Applicants who have not pursued their applications by returning the relevant forms by the relevant, stated deadline will not be considered to be part of the process.

Children whom the Local Authority allocates a place at the School in accordance with the Fair Access Protocol will take precedence over those already on the waiting list.

Oversubscription criteria

The criteria in this section apply to entry at both phases of the school.

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or a Statement of Special Educational Needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Looked after children and children who were previously looked after but immediately after being looked after became subject to adoption, a child arrangements order, or special guardianship order.
2. Priority will next be given to children living within the catchment area set out in the map at the end of this policy.
3. Other children

Tie-break

If in categories 2-3 above a tie-break is necessary to determine which child is admitted, the child living closest to the school will be given priority for admission. Distance is measured from the main primary school entrance for admissions to Years R to 6 and the main secondary school entrance for admissions into year 7 and other secondary year groups to the front door of the applicant's residence in a straight line using a Local Authority computerised measuring system. For applicants living in flats, the distance will be measured from the relevant main entrance to the front door of the ground floor flat underneath the applicant's residence. In other cases, where it is necessary to determine the order of priority between two or more applicants at the same distance, independently supervised random allocation will be used.

Random allocation will not be applied to multiple birth siblings (twins and triplets etc.) from the same family tied for the final place. We will admit them all, as permitted by the infant class size rules and exceed our PAN.



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Waiting lists

The school will operate a waiting list for each year group. Where the school receives more applications for places than there are places available, a waiting list will operate until the end of the academic year. This will be maintained by the Academy Trust and it will be open to any parent to ask for his or her child's name to be placed on the waiting list, following an unsuccessful application.

Children's position on the waiting list will be determined solely in accordance with the oversubscription criteria. Where places become vacant they will be allocated to children on the waiting list in accordance with the oversubscription criteria. The waiting list will be reordered in accordance with the oversubscription criteria whenever anyone is added to or leaves the waiting list.

Admission of children outside their normal age group

Parents may request that their child is admitted outside their normal age group. To do so parents should include a request with their application, specifying why admission out of normal year group is being requested.

When such a request is made, the academy trust will make a decision on the basis of the circumstances of the case and in the best interests of the child concerned, taking into account the views of the headteacher and any supporting evidence provided by the parent.

Appeals

When an application is unsuccessful, there is an automatic right of appeal to an Independent Appeals Panel. Details of the appeals process will be provided to those applicants who are unsuccessful.

Notes:

“Residence”

In all cases proof of residence will be required. Acceptable proof of residence includes a current Council Tax bill or signed rental agreement and an official document which confirms the child lives at the normal home address.

“Looked After Child”

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989) at the time of making an application to the school.



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“Previously Looked After Children”

Previously looked after children are children who were looked after, but ceased to be so because they were adopted (or became subject to a residence order or special guardianship order). In the case of previously looked after children, a copy of the adoption order, residence order or special guardianship order should be provided. This should be supported by a letter from the local authority that last looked after the child confirming that he or she was looked after immediately prior to that order being made.

“Checking Information”

The School reserves the right to make its own enquiries to verify any information supplied by the applicant. If, subsequently, the School finds that a place has been offered in reliance on information that was materially incorrect or misleading (e.g. the parental address or the applicant’s date of birth) and the place would not have been offered if the information had been correct, the Kingsbridge Educational Trust Board of Directors or Local Governing Body may withdraw the offer.

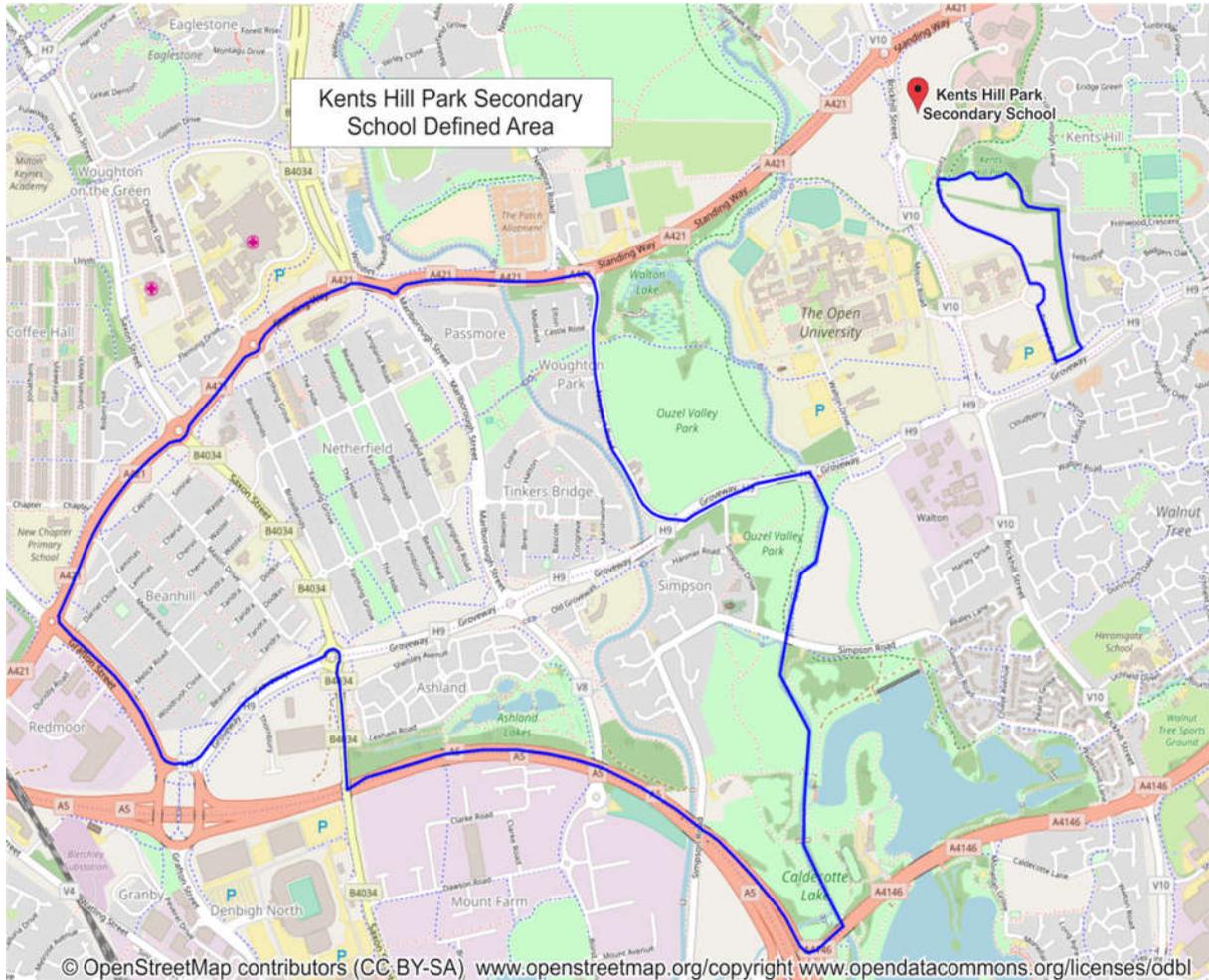
“Further applications in the same academic year”

The School reserves the right not to accept a further application in the same academic year unless it considers that there has been a significant and material change in circumstance of the parent, the child or the school.



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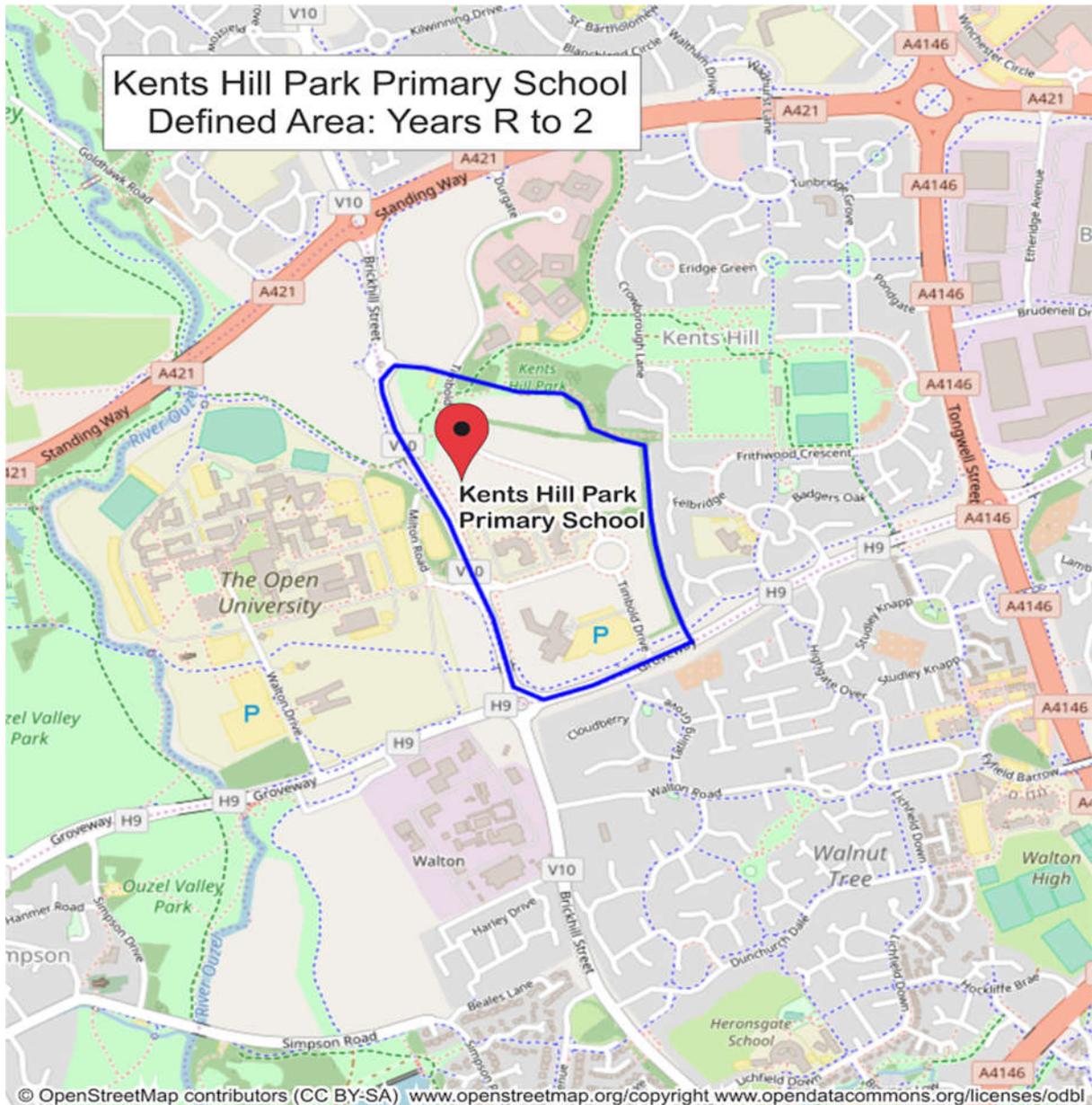
Appendix 1: Kents Hill Park Secondary School Defined Area





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Appendix 2: Kents Hill Park Primary School – Years R to Year 2





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Appendix 3: Kents Hill Park Primary School Defined Area - Years 3 to Year 6

