



**Kents Hill Park School**

**Admission Arrangements  
For Year 7 in September 2022**

# KENTS HILL PARK SCHOOL ADMISSION ARRANGEMENTS FOR YEAR 7 IN SEPTEMBER 2022

## 1. Introduction

Parents/Carers should note that for Milton Keynes' Secondary 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. 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 secondary education will be available for your child at the local school.

Kents Hill Park School is a brand new all-through school offering educational provision for children from Reception through to Year 11. It opened in September 2018 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 promotes the highest standards of achievement, welfare and personal development for all pupils, regardless of ability or background. It is 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, is a unique feature of the school.

## 2. Procedures for admission at 11+

Although the Local Governing Body will decide its own admission policy, the local authority co-ordinates all admissions in its area and will communicate all admission decisions to parents/carers.

Procedures for applying to the Kents Hill Park School are explained in "Admission to Secondary Schools in Milton Keynes – A guide for parents and carers" booklet. Parents/Carers should make themselves familiar with this information and take particular note of the definitions provided, dates and deadlines which apply to the School's admission arrangements, unless stated otherwise within this document.

Parents/Carers are advised to apply online via the Council's website at [www.milton-keynes.gov.uk/schooladmissions](http://www.milton-keynes.gov.uk/schooladmissions). Paper forms are only available upon request. **No forms will be accepted at the School.**

The deadline for admissions will be that published in the "Co-ordinated Secondary School Admissions Milton Keynes LA Scheme" as published in the parents' booklet. **Any application for a place at Kents Hill Park School received after the published date for return, (but before 1.9.22), will only be considered after all prior applications have been looked at in line with the above. All applications for Year 7 in 2022 received after 1.9.22 will be processed under the School's "In Year Admissions Policy for Years 7-11".**

Parents may request that a child is admitted into a year group other than that for their age group. This will usually only be relevant where the child has been previously educated in a year group above or below the usual year group for their age. Parents do not have the right to insist that a child is admitted into a particular year group.

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The Local Governing Body is responsible for making the decision on which year the child is to be admitted into. The decision will be made on the basis of all the circumstances of the case and what is in the best interests of the child concerned. This will include taking account of the parent's views; information about the child's academic, social and emotional development; where relevant, their medical history and the views of a medical professional; whether they have previously been educated out of their normal age group; and whether they may naturally have fallen into a lower age group if it were not for being born prematurely. The views of the Headteacher of the school will also be taken in to account.

Parents should be aware of the statutory deadline for applying for Year 7 places for September 2022. Therefore, parents should consider making such requests in good time so that they can make an appropriate on time application for the relevant year group. Parents should note that if they do decide to defer entry to September 2022 it would be necessary to make an application for a place in that year as part of the normal process. Places are not held open from one school year to another.

**Parents have a statutory right of appeal against the refusal of a place at a school for which they have applied. This does not apply if they are offered a place at a school but it is not in their preferred age group.**

### **3. Published Admission Number (PAN)**

The PAN for September 2022 for Year 7 is 150. Children who are already in Year 6 at Kents Hill Park School at the time the allocation is made will automatically be allocated a place in Year 7 and will count towards the PAN of 150.

### **4. Special Educational Needs**

Children who have a Statement of Special Educational needs or Education, Health and Care Plan which names the School will be admitted and will count towards the PAN.

### **5. Oversubscription Criteria For Students Aged 11+**

If the School is oversubscribed, after the admission of pupils with a Statement of Special Educational Need or an Education, Health and Care Plan where the School is named in the statement or plan, priority for admission will be given to those children who meet the criteria set out below, in order:

1. 'Looked After' children or children who were previously looked after, including children previously in care outside of England, but ceased to be so because they were adopted (or became subject to a child arrangements order, or special guardianship order (see full definition in section 7 below).
2. Children who live in Kents Hill Park School defined area and will have a sibling attending Kents Hill Park School\* at the time of application with a reasonable expectation that the sibling will be attending at the start of the new academic year of proposed admission (see map in section 7 below).
3. (a) Children of staff who have been employed at Kents Hill Park School\* for two or more years at the time at which the application for admission to the school is made, and/or

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(b) Children of staff who are recruited to fill a vacant post at Kents Hill Park School\* for which there is a demonstrable skill shortage. It is at the absolute discretion of the Chair of the School's Finance & Personnel Committee to determine when there is a demonstrable skill shortage.

4. Children who live in Kents Hill Park School defined area.
5. Children who live outside Kents Hill Park School defined area and will have a sibling attending Kents Hill Park School\* at the time of application with a reasonable expectation that the sibling will be attending at the start of the new academic year of proposed admission.
6. All other children.

\* Where reference is made to Kents Hill Park School, this refers to Kents Hill Park School including both primary and secondary school age children, i.e. from Year R to Year 11.

**6. Oversubscription: Distance Tiebreaker**

In the event of there being more applicants meeting any of the above criteria than remaining places available, distance between the applicant's residence and Kents Hill Park School will be used as a tiebreaker, with those living nearest given priority. Distance from the School is measured from the main entrance of Kents Hill Park School to the front door of the applicant's residence, in a straight line using a computerised measuring system. For applicants living in flats, the distance will be measured from Kents Hill Park School's main entrance to the front door of the ground floor flat underneath the applicant's residence. Priority will be given to the lower flat door number if there is more than one applicant from a block of flats.

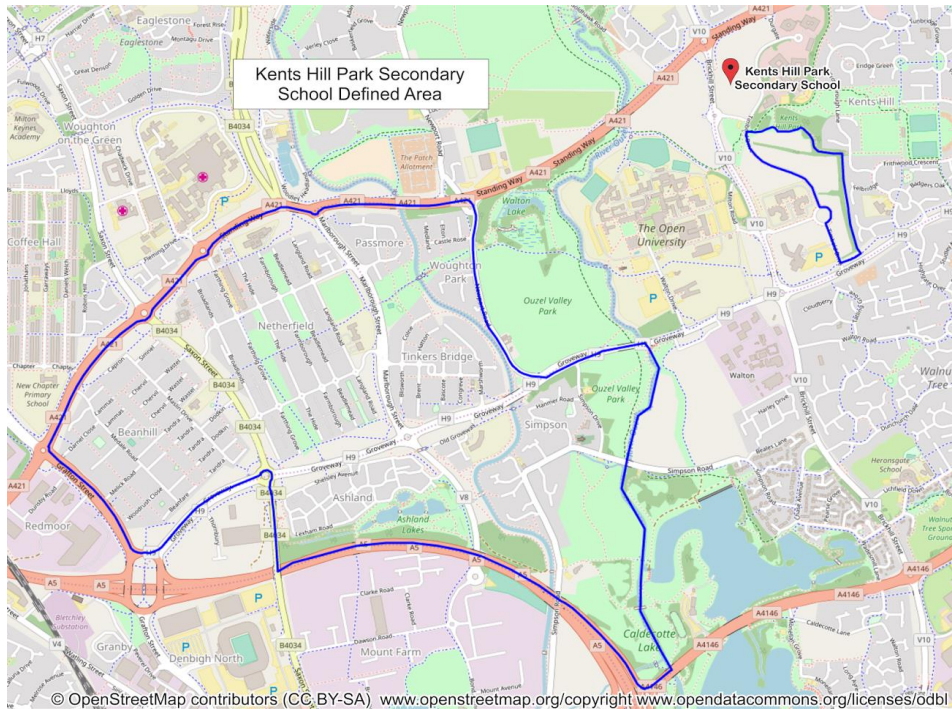
In the event that there are two residences at the same distance and it is not possible to distinguish between them, then random allocation will be used to determine priority. Where random allocation is used, it will be independently supervised by a person not connected with the School.

**7. Oversubscription Criteria: Definitions**

"Defined Area"

The defined area for Kents Hill Park Secondary School is: Ashland, Beanhill, Netherfield, Simpson, Tinkers Bridge and Woughton Park (all shared with Milton Keynes Academy) and Kents Hill Park.

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### “Kents Hill Park School”

This refers to all year groups from Year R through to Year 11.

### “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.

### “Previously Looked After Children”

Previously looked after children, including children previously in care outside of England, are children who were looked after, but ceased to be so because they were adopted (or became subject to a child arrangements order or special guardianship order). In the case of previously looked after children, a copy of the adoption order, child arrangements 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.

### “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. Where a place is awarded to a twin, triplet or member of other multiple birth group, all their multiple birth siblings who have also applied will be admitted, even if this goes above the published admission number for the year group.

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**8. 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 Local Governing Body may withdraw the offer if the student has not yet started at the School. Where an offer is withdrawn the Local Governing Body will consider the application afresh, and if an offer is not made, a right of appeal will be offered (see section 9 below).

**9. Right of Appeal**

When an application is unsuccessful there is an automatic right of appeal to an Independent Appeals Panel. When the School refuses a place it will notify the applicant the reason why the application was refused; information about the right to appeal; the deadline for lodging an appeal and the contact details for making an appeal. Where parents wish to appeal they must give written reasons for their appeal. The decision of the Independent Appeals Panel is binding.

**10. Waiting List**

The School will maintain a waiting list. This will be operated in accordance with the applicable admissions criteria and length of time on the list will not be a factor in offering a place. The waiting list will be held for the remainder of the academic year.

Children whom the Local Authority approaches the School to admit and who are allocated a place at the School in accordance with the Fair Access Protocol, will take precedence over those already on the waiting list. Further, and for the avoidance of doubt, a child whose statement of Special Educational Needs or Education Health and Care plan names the School must be admitted, and will therefore take precedence over children on the waiting list.

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Adopted by the Local Governing Body on 29<sup>th</sup> September 2020