ADMISSIONS ARRANGEMENTS FOR ENTRY TO SHENLEY BROOK END SCHOOL FOR SEPTEMBER 2015 FOR PUPILS AGED 11+

The planned admission number (PAN) for September 2015 is 240. However, at the time of publication of the 2015 admissions arrangements the school has been given permission for a proposal to expand the school. Should the expansion proposals be finalised the planned admissions number for September 2015 will be 290.

The area normally served by the school is Furzton, Emerson Valley, Tattenhoe, Westcroft and Shenley Brook End – the ‘defined area’.

![Map showing defined area for Shenley Brook End School – not to scale.](attachment:image)

*Children with statements of Special Educational Needs naming Shenley Brook End School will be given priority for admission with the normal admission round at 11+.*

Where there are more than 240 applications there is over-subscription and the following criteria will apply prioritised as follows:

1. Looked after Children: this includes children who were in care but have since been adopted or become subject to a residence order or special guardianship order.

2. Pupils who live within the defined area and who have a sibling in years 8 -11 at the time of admission. Proof of residence may be required.

3. Pupils who live in the area served by the school – the defined area. Proof of residence may be required.

4. Pupils who live outside of the school’s defined area but have a sibling in years 8 -11 in attendance at the time of admission.

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1 Should the proposals for the expansion be finalised the PAN will be 290.
5. Children of staff where the member of staff has been employed at the school for two or more years at the time at which the application for admission to the school is made.

6. Pupils living outside of the defined area.

In the event of oversubscription in any category above, the places will be allocated according to the proximity of the child’s main residence to the school’s main entrance measuring the distance in a straight line by a computer using a geographical information system. For applicants living in flats, the distance will be measured in a straight line from the school’s main entrance, to the front door of the ground floor flat underneath the child’s main residence.

NOTES
1. Late applications: 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 processed in line with the above criteria.
2. In line with the Admissions Code, after National Offer Day, prior to transfer, and for the first term (Autumn Term) in the first year of transfer, the Local Authority will maintain a waiting list on behalf of the school until the end of the last day of the term, when it will then close. The waiting list will be ranked in the order of the over-subscription criteria and not in the order in which the applications were made. However, children who the Local Authority direct the school to admit or 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. The ranking of applicants on the waiting list therefore may change as new applications are received. It is not the policy of the school to maintain a waiting list after the closure of this waiting list for any year group.
3. It is not generally the school’s policy to allocate a place for a child to a year below or above that of a child’s chronological age.
4. Home address: this should be a child’s home address - that is the child’s permanent address where both the parent and child reside and to which Child Benefit is addressed. The home address is considered to be where the child spends the majority of the school week, Monday to Friday, including nights. Proof of residency may be required.
5. Looked after child: a child who is in the care of a local authority or 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).
6. Previously looked after children: a copy of the adoption order, residence order or special guardianship order and 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 will be required.
7. Sibling: a sibling is a brother or sister of whole or half blood or any other child (including an adopted child) who permanently resides at the child’s address and for whom the parent also has parental responsibility.
8. Multiple births: in cases where there is one remaining place available and the next child on the list is a one of a twin, triplet of other multiple birth group then the following will apply: both twins would be admitted (or all the siblings in the case of multiple births) even if this goes above the admissions number for the school.
9. The defined area and allocation of places in previous years: a map of the defined area is on page 1 of this document.

The following information is based on the allocation of places on National Offer Day in 2013. There were 240 places available. There being more applications than places available the school was over-subscribed and therefore the school allocated places according to its over-subscription criteria. The places were allocated as follows:

- There were three places allocated to students who either has a statement of Special Educational Need that named Shenley Brook End School or were Children in Care. one application under the criterion of Children in Care.
- 77 places were allocated to students living in the area who would have a sibling in years 8 to 11 at the time of admission.
- 159 places were allocated to students living in the school’s defined area
- No places were allocated to students living outside the school’s defined area but who have siblings in years 8-11 at the time of admission

The 240th place was allocated to a student who met criterion 3 and lived at a distance of 0.956 miles.

No students meeting other criteria were offered places.

Admission at 11+
The Local Authority (LA) coordinates the admissions arrangements for children starting secondary school in September 2015. All applications should be made on-line by visiting the Milton Keynes website at http://www.milton-keynes.gov.uk/schools-and-lifelong-learning/school-admission

A copy of the information booklet is also available on the website.

No forms will be accepted at the school.

Parents and their children will have an opportunity to visit the school by attending a Prospective Parents’ Evening that will take place during the Autumn term.

The deadline date for submitting an on-line application is the 31 October within the relevant year.

For Milton Keynes resident children, attending Milton Keynes schools, the application form should be returned to the child’s primary school, who will then forward it to the School Admissions Team at Milton Keynes Council.

For students resident outside Milton Keynes, the home Local Authority form should be completed and returned as per the home LA instructions.

For Milton Keynes resident children attending independent and other LA schools, the form should be returned to the School Admissions Team at Milton Keynes Council.

The term “school” is used throughout this policy. Shenley Brook End School is registered as an academy under the Academies Act 2010.
Applicants who apply online will be notified of their child's allocation by email. All applicants will be also informed by letter via the LA of the outcome of their application according to the timeline agreed by the LA, and detailed in the parents' handbook, on National Offer Day.

Signed by: Mr GD Martin Headteacher Date 11.12.13

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