



## **Bushfield School Admissions Policy 2024 Transfer at the end of Year 2**

As a Foundation School the Governing Board is its own Admissions Authority. Places available 120 in each year group – Total PAN 480.

Parents of children attending infant schools transfer to junior or primary schools at the age of 7+ at the end of Year 2. The council will provide each child due for transfer with transfer information delivered via the infant school. This information is also available from the council's website or by contacting the council's School Admissions Service. You should read this information carefully.

The Governing Board consider applications for children starting the school for the first time and requesting admission to other year groups during the year. Admissions are administrated by the Local authority on our behalf - If places are available, they will be allocated. (Please note, year group sizes may be capped in year dependant on numbers admitted).

### **Applying for a school place**

You must apply online or return a paper application by the closing date. If you do not apply by the deadline your child will not be considered until after all those who applied on time. This may adversely affect the chance of your child being offered a place.

If you apply on the paper application please bring it into school so we can send it to the council. You will then know it has been safely received.

For information the admissions criteria which apply to this school are shown below:

1. Children with an existing statement or where the statement has been converted to an EHCP (Educational Health Care Plan) that requires a statement level of support, will be given priority for admission within the normal admission round.
2. Children who are in care, including those who were previously in care, who immediately after being in care became subject to an adoption or residential or special guardianship order within the last year. (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).
3. Children who live in the defined area and have a sibling on roll at the time of admission. Proof of residence may be required. The defined area is Wolverton (with the exception of the roads listed below), Old Wolverton and Wolverton Mill north of Ridgeway, Stacey Bushes, Haversham Village, Haversham Estate and Little Linford. The following roads in Wolverton are not in the defined area of Bushfield School: Addington Avenue, Carter Grove, Frank Atter Croft, Franklins Croft, Goddards Croft, Horners Croft, Marron Lane, Meacham Mead, Skyward Row, Vickers Way, Wilkinson Crescent and Whiting Close.
4. Children who live in the defined area served by the school. Proof of residence may be required

5. Children of staff at the school. Where a 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, and/or the member of staff is recruited to fill a vacant post for which there is a demonstrable skill shortage
6. Children who live outside the defined area and have a sibling on roll at the time of admission
7. Pupils living outside the defined area who attend Wyvern School or Haversham Village School
8. Children who live outside the defined area of the school

In the event of oversubscription, places will be allocated in accordance with the admissions criteria set out above, with criterion 1 having the highest priority, and criterion 7 having the lowest. In the event of there being more applicants meeting any of the criteria above, places will be allocated in distance order using the distance between the child's normal home address and the school's main entrance, measured in a straight line, using the council's computerised measuring system with those living closest to the school receiving the higher priority.

### **Sibling criteria**

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.

### **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 groups, the following will apply: both twins would be admitted (or all siblings in the case of multiple births) even if this goes above the admission number for the school.

### **Allocation of places**

The council will write to you to confirm which school your child has been allocated for September 2024.

If it has not been possible to allocate a place at this school you will be advised on how you can appeal against that decision.

### **In Year Admission**

The PAN is 120 in each year group. Children who apply during the non-standard admission time will be allocated a place if one is available. If there is more than one application for a single place then the criteria above will be used.

### **Changes in your circumstances**

Please make sure that the information you provide on your application form is correct. If you move address this will probably affect your application. You must let the Education Access Service know as soon as possible so they can reconsider your application. If your move means you are no longer in the defined area then you may want to change your preference.

You will need to write to the Milton Keynes Council Education Access Service giving your new address and attaching a copy of your council tax bill as proof and confirming which school/s (to a maximum of three) you would like your child considered for:

Milton Keynes Council Education Access Service contact details: Saxon Court  
502 Avebury Boulevard Central Milton Keynes MK9 3HS

Telephone no: 01908 253338

Email: [primaryadmissions@milton-keynes.gov.uk](mailto:primaryadmissions@milton-keynes.gov.uk)

Admissions Policy 2024– Approved by the Governing Board – February 2023