# ADMISSION TO WALTON HIGH SCHOOL
# FOR YEAR 7 IN SEPTEMBER 2028

## Introduction

All applications are made via the Council's website:
http://www.milton-keynes.gov.uk/schooladmissions
Parents 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.

The planned admission number for Year 7 in September 2028 is 240.

## Procedures for Admission at 11+

Procedures for applying to Walton High are explained in the "Applying for a secondary school place in Milton Keynes – a guide for parents and carers." Parents should make themselves familiar with this information and take particular note of the definitions provided, dates and deadlines which apply to the School's admissions arrangements, unless otherwise stated.

Parents/Carers are advised to apply online via the Council's website at www.miltonkeynes.gov.uk/schooladmissions. Paper forms are only available upon request.

**No forms will be accepted at Walton High School.**

The timeline for admissions will be in line with that of the "Co-ordinated Secondary School Admissions Milton Keynes LA Scheme" as published in the parents/carers guide.

**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. All applications for Year 7 in 2028 received after 1.9.2028 will be processed under the School's "In Year Admissions Arrangements for Years 7-11"**

## Admissions of children outside their normal age group

Prospective applicants should also note it is not the school's policy to allocate a place for a child to a year above or below that of a child's chronological age, subject to consideration of the facts of each case which should be set out clearly within the application. Where such an application is made, the school will assemble an admissions committee to consider the facts submitted and determine whether an admission outside of the normal age group will be made.

## Oversubscription Criteria for Students Aged 11+

As required by law children with an Education, Health and Care Plan which names Walton High school will be admitted.
In the event that there are more applications received than there are places available and admissions to Walton High school are oversubscribed, the following criteria will be used in the order set out below to allocate places.

1. Looked After Children (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)

2. Children eligible for the service premium.
3. Children who live in the defined area and have a sibling attending the school at the time of application. Proof of residence required.
4. Children who live in the defined area served by the school . Proof of residence will be required
5. (a) Children of school staff who have 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
   (b) Children of school staff who are recruited to fill a vacant post for which there is a demonstrable skill shortage at the school. It is at the absolute discretion of the Board of Directors to determine when there is a demonstrable skill shortage.
6. Children who live outside of the school's defined area and have a sibling attending the school at the time of application.
7. Children living outside of the defined area.

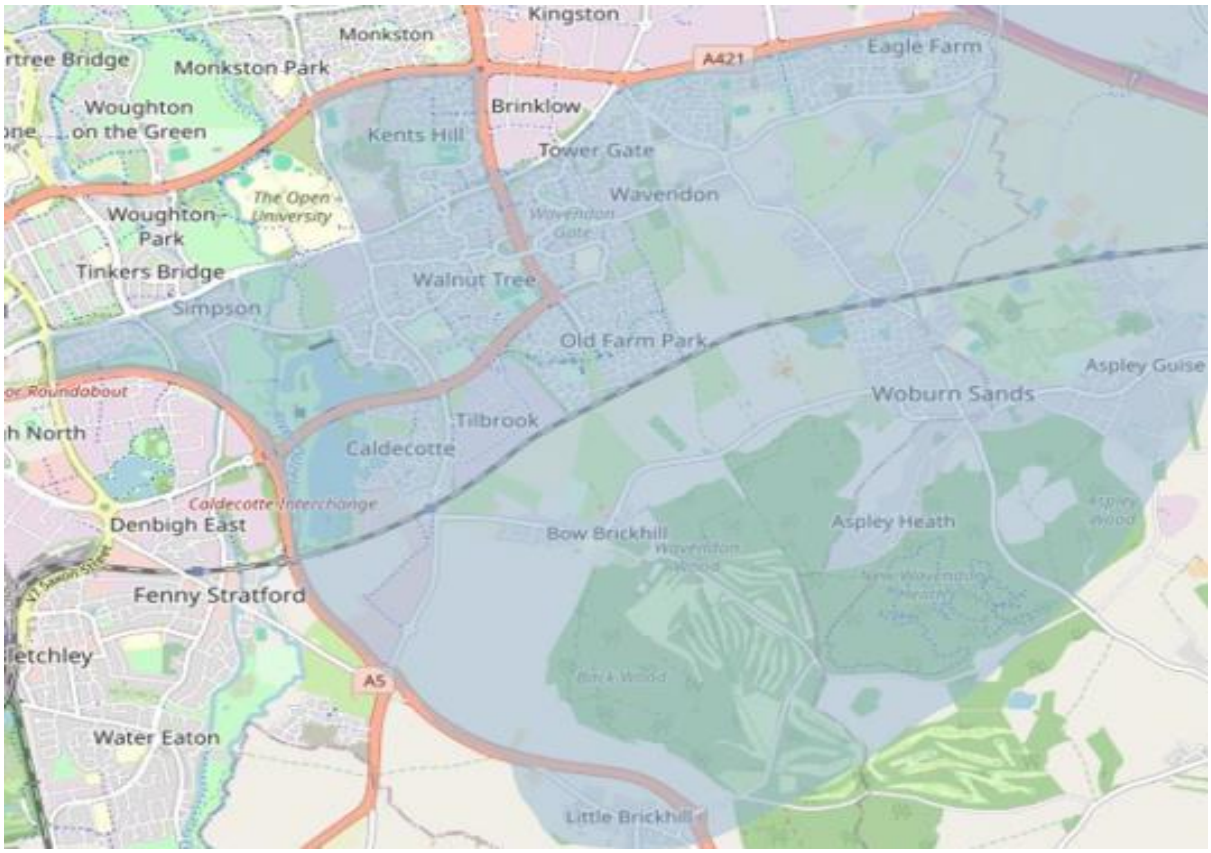
**Distance Tie Breaker**

In the event of there being more applicants meeting one of the above criteria than remaining places available, proximity to the Walton High will be used as the tie breaker. Places will be allocated according to distance from the Walton High as measured in a straight line from the school's main entrance to the student's normal home address, using the Local Authority's computerised measuring system. For prospective students living in flats or multi occupancy dwellings, the distance will be measured from the school's main entrance to the front door of the prospective student's residence. In the event of there being two or more applicants at a flat or multi occupancy dwelling vying for the last available place the tie breaker of a random lottery will be used which will be independently supervised as is required by the Admissions Code*.
*The School Admissions code has been issued under Section 84 of the School Standards and Framework Act 1998 (SSFA 1998). The Code has been made following consultation under Section 85(2) of the SSFA 1998 and after being laid before Parliament for forty days.

**Definitions used within the Oversubscription Criteria**

**Defined Area**

The defined area for Walton HIgh for admissions: Ashlands, Aspley Guise, Aspley Heath, Bow Brickhill, Browns Wood, Caldecotte, Kents Hill, Kents Hill Park, Little Brickhill, Old Farm Park, Simpson, Walnut Tree, Walton, Walton Hall, Walton Manor, Wavendon, Wavendon Gate, Woburn Sands




**A Looked After Child**

A looked after child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of its social services functions (see the definition in section 22(1) of the Children Act 1989)
An adoption order is an order under the Adoption Act 1976 (see section 12 adoption orders) and children who were adopted under the Adoption and Children's Act 2002 (see section 46 adoption orders) Children Act 2002.
A 'child arrangements order' is an order settling the arrangements to be made as to the person with whom the child is to live under Section 8 of the Children Act 1989 as amended by s.14 of the Children and Families Act 2014. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).

**Previously Looked After Children**

A Previously Looked After Child is a child who was previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order including those who appear to the admission authority of the school to have been in state care outside of England and ceased to be in state care as a result of being adopted.

**Residence**

In all cases proof of residence will be required. Acceptable proof of residence is a current Council Tax bill or signed rental agreement and an official document, which confirms that the child is resident at this address.
The school will need to see the original documentation. The school reserves the right to make its own enquiries to verify any information supplied by you. If the school discovers that it has given a

child a place based on false inaccurate or misleading information (e.g., parental address), the school reserves the right to withdraw the place. In the case of a family who is moving house to live in the initial defined area, proof of residence will only be considered once copies of documents confirming the 'exchange of contracts' on the new property have been provided. If the move is to a rented property, a copy of the rental agreement showing the length of time that the property will be initially rented for will be requested.

**Sibling Criteria**

Siblings include step siblings, foster siblings, adopted siblings and other children living permanently at the same address.

**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 the siblings in the case of multiple births) even if this goes above the published admission number for the school.

**Children of School Staff**

Where admission under this criterion would lead to the school being over PAN, priority will be given to full time School staff and then, if necessary, the distance tie breaker will be used.

**Withdrawing an offer of a place**

Any offers of a place found to be made based on inaccurate information can be withdrawn. Such examples would include fraudulent applications or intentionally misleading applications (e.g., a false claim to residence)

**Waiting List**

In accordance with the Admissions Code, The school will maintain a waiting list which will be administered by the Board of Trustees of the school in partnership with the local authority for the duration of the local authority's coordinated admission scheme.
If a place becomes available, a child's position on this waiting list will be determined by the application of the school's published over subscription criteria, and length of time on the list will not be a factor in offering a place. Please note each child that is added to the waiting List will require the list to be ranked again in line with the afore mentioned oversubscription criteria.

Children who are the subject of a direction by a Local Authority to admit or who are allocated Walton High in accordance with the In-Year Fair Access Protocols will take precedence over those children on a waiting list.

**Right of Appeal**

Parents have the right to an Independent Appeals Panel in the event that their child is declined admission to the school.

# IN-YEAR ADMISSION CRITERIA – WALTON HIGH

## FOR YEARS 7-11 FROM SEPTEMBER 2028

This policy relates to all **in-year** admissions to Walton High in years 7-11, except for the initial September entry into Year 7, which is managed as part of the Coordinated Admissions Programme for the Local Authority that is explained in the document "Admission Arrangements for the Walton High Year 7 September 2028".

*Parents should be aware that this is an oversubscribed school with more applicants than places available and many parents are unsuccessful in their application for a place.*

Walton High will consider applications for admission in year 7 to 11 at times other than the normal transfer from primary to secondary school, which is managed by Milton Keynes City Council, strictly in accordance with its stated admissions policy. It will apply the admissions criteria as is appropriate for each relevant year group. For children who wish to attend Walton High after the September in which they enter Year 7, parents will be asked to complete the application form on the school's website under Admissions. 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 accepted.**

The school does maintain a waiting list. Parents should request in writing if they wish their child's name to be put on the waiting list for the relevant year group. The waiting list 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. Places **will not** be allocated by date order in which they are received.
The waiting list will be retained for the remainder of the academic year.

Walton High will keep Secondary Admissions at Milton Keynes City Council informed of applications received for all in-year admissions, and the subsequent outcome concerning those applications.

## Planned Admissions Number

The school's published admissions number for each year is as follows:

Year 7: 240
Year 8: 240
Year 9: 240
Year 10: 240
Year 11: 240

It should be noted that these are the original numbers assigned to these years on their original entry at Year 7 and are indicative and may reduce if the number is no longer practicable.

## How places are allocated

For a place to be available for a mid-year admission then the number for the relevant year group will have to have fallen below the planned admissions number. When this occurs, the place will be allocated strictly in accordance with the process and definitions of the oversubscription criteria as set out in the Admissions arrangements for "Walton High Year 7 September 2028".
For the purposes of in-year admissions, the applicants in the application process are considered to be:

- Those who have applied by letter within the previous 21 days and whose applications have not yet been determined.

- Those who have returned their forms requesting an Independent Appeal to the Clerk of the Independent Appeal Panel and are awaiting a date for the appeal to be heard.
- Applicants who have not pursued their applications by returning the appropriate forms by the relevant stated deadline will **not** be considered to be in the process.

**<u>Prospective applicants should also note:</u>**

- Prospective applicants should also note it is not the school's policy to allocate a place for a child to a year above or below that of a child's chronological age, subject to consideration of the facts of each case which should be set out clearly within the application. Where such an application is made, the board of governors will assemble an admissions committee to consider the facts submitted and determine whether an admission outside of the normal age group will be made.
- 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 Board of Trustees may withdraw the offer, even if the applicant has already started at the school.
- Applicants, who are seeking a transfer from another School or Academy in Milton Keynes, particularly in year 10 and 11, will be reminded that this is not recommended by the Board of Trustees due to the impact on the pupil's education nor can the Board of Trustees guarantee to offer an equivalent combination of subject choices or exam boards.
- Applicants who are seeking a transfer late in year 9 will be advised that it is not always possible to accommodate additional students into option choices that are already full.
- When an application is unsuccessful there is an automatic right of appeal to an Independent Appeal Panel
- Applicants who pursue their application to an independent appeal and are then unsuccessful at independent appeal are no longer considered to be in the application process unless they write to Walton High asking to be retained on the waiting list.
- Applicants **will not** be placed on the waiting list for the relevant year group unless they advise Walton High in writing that they wish to be placed on the list. The list will be retained for the remainder of the academic year.
- Applicants may only apply to the school **once** for each academic year and if unsuccessful at independent appeal **may not** reapply until the following academic year unless there has been a material change of circumstance. However, applicants may request that their child's name be added to the waiting list.