

**LENT RISE SCHOOL**  
**ADMISSIONS ARRANGEMENTS - CONSULTATION**  
**FOR SEPTEMBER 2018 TO AUGUST 2019**

Lent Rise School provides an inclusive, supportive and caring environment in which children can learn and flourish. We welcome applications from all members of the community without reference to ability or aptitude or faith. Our vision is for each child to realise their full potential.

This admissions policy has been designed to comply with the School Admissions Code 2014. As an academy, the Governing Body of the school, not Buckinghamshire Local Authority (the LA) is responsible for deciding on admissions to the school but works closely with the LA to coordinate admissions to the school. Details of the LA arrangements are on the Buckinghamshire website and are available from the school. This also explains how parents can express a preference for a school and give reasons for that preference.

Parents (see note 2) should apply to the local authority in which they live at the time of application (the home LA) which may not be Buckinghamshire. The form must be returned to that LA no later than 15<sup>th</sup> January 2018. Applications received after this date will normally only be considered after all those received on or before the cut-off date. Offers and refusals of places will be posted by the home LA on 16<sup>th</sup> April 2018.

Decisions on which children are to be offered a place will be made by the Admissions Committee of the school. Offers of a place will be made by the home LA on behalf of the Governing Body. Offers and refusals of places will be posted by the home LA on or about 16<sup>th</sup> April 2018. Parents (see Note 2) will be given a deadline by which to accept an offer. Applications received after the deadline for receipt will only be considered after all those received by the deadline. This means that if no places are left after considering all the applications received by the deadline, even if you fulfil a higher criterion than that under which places have been offered to other applicants, you will be unsuccessful.

At our school, pupils are admitted to the Reception Year at the beginning of the school year (1<sup>st</sup> September to 31<sup>st</sup> August) in which they reach their fifth birthday. Parents whose children were born between 1<sup>st</sup> September 2013 and 31<sup>st</sup> August 2014 may apply for them to be admitted to the Reception Year in September 2018. Parents of a child whose fifth birthday falls between 1<sup>st</sup> September 2018 and 31<sup>st</sup> March 2019 may request that their child is not admitted until later in the school year 2018/19 (no later than the term [using three term year] after the child's fifth birthday, when s/he reaches compulsory school age). The school will hold any deferred place for the child, although, in the majority of cases, we find that children benefit from starting at the beginning of the school year, rather than part way through it. Until the child reaches compulsory school age, parents also have the right to request that s/he attends part-time. In these cases, the parents should discuss this with the headteacher when accepting the offer of a place.

For children whose fifth birthday falls between 1<sup>st</sup> April 2019 and 31<sup>st</sup> August 2019 (summer born children), parents who do not wish them to start school in school year 2018-19, but to be admitted to the Reception Year in September 2019, should proceed as follows. They should apply at the usual time for a place in September 2018 together with a written request that the child is admitted outside his or her normal age group to the Reception year in September 2019. NB parents would need to provide strong supporting reasons for seeking a place outside the normal age group and should discuss the position with the headteacher as early as possible. If their request is agreed, and this should be clear before the national offer day (16<sup>th</sup> April 2018), their application for the normal age group may be withdrawn before any place is offered and they should reapply in the normal way (no later than 15<sup>th</sup> January 2019) for a Reception place in September 2019. If their request is refused, the parents must decide whether to wait for any offer of a place in September 2018 (NB it will still be subject to the over-subscription criteria below) or to withdraw their application and apply in the second half of the summer term 2019 for a Year 1 place in September 2019. Parents should be aware that the Year 1 group may have no vacancies as it could be full with children transferring from the 2018-19 Reception Year group.

In our school, pupils are admitted provided there are places available in the relevant year group. The admission number for entry to the Reception Year in September 2018 is 60.

In-year applications (see Note 6) for all year groups for the academic year 2018-2019 will be administered by the Local Authority on the school's behalf and applications should be made direct to the Local Authority.

Requests from parents for places outside a normal age group will be considered carefully, e.g. for those who have missed education due to ill health. Each case will be considered on its own merits and circumstances. However, cases will not normally be agreed without a consensus that to do so would be in the pupil's interests. The Governors will ask relevant professionals for their opinion on the case. Those refused places outside the normal age group will be informed of their statutory right to appeal.

The Governors subscribe to the Fair Access Protocol published by the Local Authority. In the event of there being more applications than places available, they will be considered in the following order of priority:

1. Looked after children and children who were previously looked after, but ceased to be so because, immediately after being looked after, they became subject to an adoption, child arrangements or special guardianship order (see Note 1).
2. Families who have exceptional medical or social needs that make it essential that their child attends Lent Rise School rather than any other. These needs must be fully supported by written evidence from the appropriate professional person involved with the family (see Note 3).

3. A child with a normal home address (see Note 4) **within the catchment area and with a sibling** (see Note 5) already in attendance at Lent Rise School at the time of application and who is expected still to be in attendance at the time of entry to the school or a sibling who has already been offered a place to start in the current academic year.
4. A child with a normal home address (see Note 4) **outside the catchment area and with a sibling** (see Note 5) already in attendance at Lent Rise School at the time of application and who is expected still to be in attendance at the time of entry to the school or a sibling who has already been offered a place to start in the current academic year.
5. Children of permanent staff where:
  - a. the member of staff has been employed at the school for a minimum of 30 hours per week for two or more years at the time at which the application for admission to the school is made, and/or
  - b. the member of permanent teaching staff is recruited to fill a vacant post for which there is a demonstrable skill shortage.
6. A child with a home address (see Note 4) in the catchment area and not included in the above numbered categories.
7. Other children with a normal home address (see Note 4) outside the catchment area and not included in the above numbered categories.

The school's catchment area is shown on a map which can be obtained from the school office or can be found on Bucks County Council's website at <https://services.buckscc.gov.uk/school-admissions/nearest>.

**Proximity of the child's home** to the main school gate, as measured by a straight line distance, will serve to differentiate within any of the above criteria in the event of there being a greater demand for admission than there are places available, with those living nearer being accorded the higher priority. Measurement will be supplied by Bucks County Council, and will be the distance as set out by Ordnance Survey. In cases where applicants live an equal distance from the school, for example those living in flats or apartments in the same block, the school will use random allocation to decide which child should be offered the place. The process will be conducted in the presence of a person independent of the school.

### **Multiple Births**

See Note 5.

**Note 1:** By a "looked after child" we mean one in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. An adoption order is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A 'child arrangements order' is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the

Children and Families Act 2014, Section 14). A 'special guardianship order' is one appointing one or more individuals to be a child's special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).

**Note 2:** "Parent" is defined in law (The Education Act 1996) as either:

- any person who had 'parental responsibility' (defined in the Children Act 1989) for the child or young person; or
- any person who had care of the child or young person.

If you are in doubt, please contact the school for advice.

**Note 3:** When applying under criterion (2), i.e. exceptional medical or social needs, you must include supporting evidence from an independent professional person who is aware of the situation and supports your reasons for preferring Lent Rise School. This supporting evidence must clearly demonstrate why the school is the most suitable and must illustrate the difficulties that would be caused if your child had to attend another school. The person supplying the evidence should be a medical consultant, senior health visitor, senior social worker, etc., who is aware of your child's or your own case. The school reserves the right to ask for further evidence or clarification and may seek the advice of appropriate educational professionals where necessary.

**Note 4:** By 'normal home address' we mean your child's home address. This is your child's permanent address at the time you make your application for a place. It is where you and your child live. A child's home address is considered to be where he or she spends the majority of the school week (Monday to Friday, including nights). We may ask to see official documentation, such as a child benefit book or medical card if there are reasons why a child does not live at his or her parent's address. For example, if he or she is resident with a grandparent, you need to tell us this on the application form. If you do not declare any arrangements like this or use a relative's address for your application, we may consider that you have made a false declaration and withdraw the offer of a place. Childcare arrangements are **not** sufficient reasons for listing another address. The school reserves the right to check the validity of any address given. If you are not sure whether or not you live in the catchment area you can ask the school to check this for you and you will receive a written response. If you are moving into the catchment area we will ask for evidence of your move before considering any application for a place. We need to know that you will be resident in the catchment area on 1<sup>st</sup> September 2017. If you move later we will still need evidence before considering an application. Typical evidence is a letter from your solicitor confirming that you have a legally binding agreement to buy the house or a formal lease agreement.

**Note 5:** Sibling refers to brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or the child of the parent/carer's partner where the child for whom the school place is sought is living in the same family unit at

the same address as that sibling. In cases where there is one place available and the next child on the list is a twin, triplet etc., we would admit both twins (and all the children in the case of other multiple births) even if this mean exceeding the agreed number or number of available places in a year group.

**Note 6:** by 'in-year applications' we mean applications for admission of a child/children at a time other than the first entry into school as a Rising 5 or five year old.

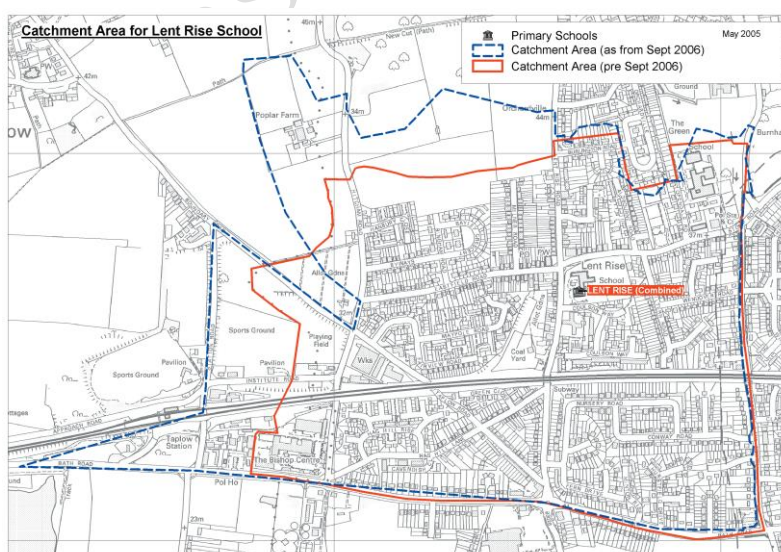
There are established arrangements for appeals against non-admission. Details are available from the school. It should be noted that, in the event of an unsuccessful appeal against non-admission to the school, the school does not consider any further application in the same school year (1<sup>st</sup> September - 31<sup>st</sup> August) unless there is a major change in circumstances e.g. change of address. The school maintains a waiting list for those children who are not offered a place, the order of priority on the waiting list is the same as the list of criteria for over-subscription. No account is taken of length of time on a waiting list. The school periodically seeks confirmation that parents wish a child to be kept on the waiting list.

For further information, clarification or comments on these arrangements in the first instance please contact the School Secretary at:

Lent Rise School  
Coulson Way  
Burnham  
SL1 7NP

Telephone: 01628 662913  
[office@lentrise.bucks.sch.uk](mailto:office@lentrise.bucks.sch.uk)

## Appendix 1: Catchment Map



## Appendix 2: List of Roads in the School's Catchment Area

This list is not comprehensive and the most accurate way to confirm if a property is in the catchment area is to visit [www.buckscc.gov.uk](http://www.buckscc.gov.uk) and use the postcode checker.

Aldbourne Road  
Alvista Avenue  
Barrs Road  
Bath Road 723/767 (odds)  
Bath Road 586/706 (evens)  
Bayley Crescent  
Bingham Road  
Briar Close  
Burlington Road  
Byways  
Cavendish Close  
Chiltern Road  
Coalman Way  
Conway Road  
Coulson Way  
Eastfield Road  
Fairview Road  
Fern Drive  
Green Close  
Hag Hill Lane  
Hag Hill Rise  
Hanbury Close  
Harkness Road  
Hitcham Road  
Huntercombe Close  
Huntercombe Lane North  
Odd Nos - Bucks  
Even Nos - Berks  
Hurstfield Drive

Lent Rise Road  
(inc 146a - up to  
Burlington Road)

Maypole Road  
Milner Road  
Minton Rise  
Missenden Gardens

Northview  
Nursery Road

Opendale Road

Rambler Close

Southfield Gardens  
Stafford Close  
Stomp Road

Taplow Road (part)

Wendover Road Wethered Drive